You have the opportunity to be among the very first students to enjoy our brand new building, designed by internationally renowned architect Renzo Piano, and to be a part of the School’s next chapter.

His architecture reflects our establishment’s intention: to bring together the scientific disciplines and expose students to science. You will be taught within the teaching and research departments (DER in French), which provide early and immersive contact with the world of research by making extensive use of laboratories along your study path. Our teams will provide most of you with support in accompanying you towards your doctorate.

Within Université Paris-Saclay, The School fits into a unique scientific ecosystem that alone represents 13% of all French research. Science and knowledge are now without borders: this means that the presence of many foreign students on our campus is also an opportunity.

More than ever, we are forced by the current health crisis to ensure the health and well-being of the students studying here. We trust that you will protect those around you by following the distancing measures and applying the instructions you will be given at the start of the academic year.

Normaliens Students
Welcome back!

Pierre-Paul Zalio
President of ENS Paris-Saclay
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   for careers in research and higher education
→ ENS Paris-Saclay at the heart of the number one French research university
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→ Preparing your rental file

Catering
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→ Izly account
→ In the Moulon quarter

Health
→ Medical Centre
→ Disability Service

Social Security
→ If you are a ENS trainee
→ If you are a ENS student
→ If you are a foreign student

Caisse d’Allocation Familiale (CAF (Family Benefits))

Prevention
→ Student Prevention Network (SPN)
→ Sexual harassment
→ Social action
→ Hygiene and safety

enjoying student life

Students committees
→ BDE
→ BDA
→ BDL
→ ADEPS

Clubs and associations
→ Arts
→ Entertainment
→ Technical
→ Catering
→ Society
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<tr>
<td>ADEPS</td>
<td>Doctoral students association of ENS Paris-Saclay</td>
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<tr>
<td>AS</td>
<td>Sports Association (or Sorts Office – BDS)</td>
</tr>
<tr>
<td>ASP</td>
<td>Année Spécifique de Parcours ([\text{Specific Course Year}])</td>
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<tr>
<td>BDA</td>
<td>Arts Office</td>
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<td>BDE</td>
<td>Students’ Office</td>
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<td>BDL</td>
<td>Bureau des Loisirs</td>
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<tr>
<td>CAF</td>
<td>Caisse d'Allocation Familiale ([\text{Family Benefits}])</td>
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<td>CPAM</td>
<td>Caisse Primaire d'Assurance Maladie ([\text{Primary Health Insurance Provider}])</td>
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<td>CROUS</td>
<td>Centre Régional des Œuvres Universitaires et Scolaires ([\text{Regional Student Welfare Office}])</td>
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<td>CVEC</td>
<td>Contribution to student and campus life</td>
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<td>DAI</td>
<td>Real Estate Department</td>
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<td>DER</td>
<td>Teaching and Research Department</td>
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<td>DRH</td>
<td>Human Resources Department</td>
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<td>DSI</td>
<td>Information Systems Department</td>
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<td>DSVE</td>
<td>Academic and Student Life office</td>
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<td>FFSU</td>
<td>French University Sports Federation</td>
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<td>GUPS</td>
<td>Guichet Unique Paris-Saclay ([\text{One-stop accommodation office}])</td>
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<tr>
<td>MGEN</td>
<td>Mutuelle Générale de l’Éducation Nationale ([\text{Mutual health insurance provider for students}])</td>
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<td>MRES</td>
<td>Graduate school for professional careers in research and higher education</td>
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<td>OFII</td>
<td>French Immigration and Integration Office</td>
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<td>Student Prevention Network</td>
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<td>International Relations Department</td>
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<td>SUAPS</td>
<td>University Physical Activities and Sports Service</td>
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<td>WEI</td>
<td>Integration Weekend</td>
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</tbody>
</table>
School presentation

→ A multidisciplinary Grande École (university) for careers in research and higher education

→ ENS Paris-Saclay at the heart of the number one French research university

Key data

Access to the campus

Plan of the building
Discovering ENS Paris-Saclay

School presentation

A multidisciplinary Grande École for careers in research and higher education

The École normale supérieure Paris-Saclay is an important school of research and higher education professions, and aims to prepare its graduate students for their doctoral degrees. These rigorously selected students follow advanced courses in fundamental sciences, human and social sciences, and engineering sciences.

The École also offers a number of original research study programmes on topics such as quantum technology, artificial intelligence, and creative and immersion research in the largest international laboratories.

Its public service mission aims to prepare the best students for academic careers, as all these careers in both the public and private sectors require great scientific expertise.

ENS Paris-Saclay at the heart of the number one French research university

In 2020, the School officially joined Université Paris-Saclay and positions itself as the coordinator of the graduate school for research and higher education professionals. It moved into a building on the Saclay Plateau, a building that is an innovative example of bioclimatic architecture, designed by the world-renowned architect, Renzo Piano.

It now has the advantage of an outstanding innovation ecosystem, and the challenge of making a contribution to the emergence of a world-class research centre.

It has already proved its worth with Université Paris-Saclay ranking 14th in the Academic Ranking of World Universities 2020, also known as the “Shanghai rankings”.

Finally the Scène de Recherche is providing a new space for experimentation, at the crossover of scientific research and artistic creativity. Throughout the year it offers an events programme that is open to the general public, and a diploma-earning study programme.
1,700 students enrolled

300 doctoral students

340 foreign students and doctoral students

280 researchers and teacher-researchers

220 administrative and technical staff

84% success rate in passing the Agrégation, the French competitive national examination

80% continue on to doctoral studies

ENGINEERING
- Centre Borelli
- Laboratory of Applied Biology & Pharmacology – LBPA
- Laboratory Light, Material & Interfaces – LUMIN
- Formal Methods Laboratory – LMF
- Laboratory of Mechanics & Technology – LMT

SOCIAL SCIENCES
- D’Alembert Institute
  - ENS Paris-Saclay Economics Center – CEPS
  - Institutions & Historical Dynamics of Economics & Society – IDHES
  - Center for Design Research – CRD
  - Institute for Political Social Sciences – ISP

- Supramolecular & Macromolecular Photophysics & Photochemistry – PPSM
- Systems & Applications of Information & Energy Technologies – SATIE
- Automated Production Research Laboratory – LURPA

HISTORY

ENGLISH

DESIGN

ELECTRONICS, ELECTRICAL ENGINEERING & AUTOMATION

CIVIL ENGINEERING & ENVIRONMENT

MATHEMATICS

COMPUTER SCIENCE

PHYSICS

BIOLOGY
With its 12 laboratories, the teaching and research departments offer Normaliens an early, immersive experience of research.
Access to the campus

PUBLIC TRANSPORT
(see facing map)

♦ From Paris
→ RER B (Saint-Rémy-lès-Chevreuse)
or → RER C (Massy-Palaiseau)
“Massy-Palaiseau” Station then take one of
the following buses:
→ BUS 91-06C (Christ de Saclay)
or → BUS 91-06B (Saint-Quentin-en-Yvelines)
or → BUS 91-10 (Saclay)
• Moulon stop ⊗ 20 minutes from the station.

OR → RER B (Saint-Rémy-lès-Chevreuse)
“Le Guichet” stop then take the bus:
→ BUS 9 (Christ de Saclay)
• Moulon stop ⊗ 5 or 10 minutes from the train station.

Bus timetable  
→ www.vianavigo.com

BY CAR
♦ From Paris
→ By N118
► Pont de Sèvres, follow Nantes – Bordeaux
► Exit 9 “Centre Universitaire”.
► Take the second exit on the roundabout.

→ By the A6
► A6 then A10 in the direction of Nantes – Bordeaux,
► then in the direction of “Cité Scientifique”, Saclay
► Continue on the D36
► turn left onto the D128 direction of “Centre Universitaire”.
► Go over 2 roundabouts. At the 3rd roundabout, take the second exit. Then go right onto rue des Sciences.

PARKING
There are several kinds of parking available to users on the Gif campus.

Connected solution for shared parking spaces:
→ www.parkinsaclay.fr

For more information, go to the page Coming to the school.
PLAN OF THE BUILDING
SOME LANDMARKS

Reception and PC security

EAST BUILDING

GROUND FLOOR
Kokarde ★ 0I77
Medical Centre ★ 0M81

SOUTH-EAST BUILDING

GROUND FLOOR
Library ★ 0B76

GROUND FLOOR & MEZZANINE
Clubs and associations offices

1ST FLOOR
Admissions department ★ 1E86
DSVE ★ 1B75
SRI ★ 1B73

3RD FLOOR
DRH ★ 3A76

SOUTH-WEST BUILDING

GROUND FLOOR
Kantine (CROUS restaurant) ★ 0F23
Kfé (cafeteria) ★ 0F36

⚠️

You must have your student card with you to access the building. It will also allow you access to certain secure areas and special purpose rooms.

Smoking and vaping are strictly forbidden on the establishment premises and in the garden. Smoking areas are located outside the School.
GUIDE TO THE BUILDING
SIGNAGE

The new ENS Paris-Saclay building’s signage is based on a system of coordinates that make it possible to establish the position of each place inside and outside the building.

THE PRINCIPLES OF THE MATRIX

1. The vertical frame is numbered from 01 to 88 (x-axis). The horizontal grid is named from A to Z (y-axis).

2. Column 01 starts at the West of the building. Row A is located to the South of the building.

NUMBERING

The coordinates of a place include:
- The floor (from -1 to 5) on which it is located.
- The pair of x and y-axes (letter from A to Z – number from 01 to 88) which correspond to its map position.
- Sometimes an index (a or b) is used to distinguish between 2 places with the same coordinates.

Example: 1M46a

COMPASS
The ENS Paris-Saclay Diploma

→ The degree
→ Diploma study paths and the gap year
→ Internships
→ Back to school highlights

Registration

→ Contribution to student and campus life (CVEC)
→ Registration

Dissemination of information

→ Stay up to date
→ Sending information
Libraries
- Central Library
- Durkheim Library
- FOCUS

Languages
- Practical Languages Centre
- Language courses for foreign students

IT and digital services
- IT account
- Internet
Studying at the School

**NORMALIEN**

Student who is taking an entire course leading, if successful, to the awarding of the ENS Paris-Saclay Diploma

---

**NORMALIEN TRAINEE**

- Student recruited by competitive examination

There is a distinction between:

- **NORMALIEN TRAINEE**
  - Admitted on a foreign certificate receiving a grant

- **NORMALIEN TRAINEE**
  - Remunerated during their training as an intern civil servant, committed to 10 years of civil service

- **NORMALIEN STUDENT**
  - Any ENS student admitted on the basis of their application and/or interview
The ENS Paris-Saclay Diploma

The degree

Students registered for the Diploma at ENS Paris-Saclay are educated over four yours (recruitment in the 1st year), or three years (recruitment in the 2nd year) within the School.

The awarding of the Diploma is based on certification of a coherent range of activities:

- Common core activities based on one pre-Masters year and two years of Masters,
- A Specific Course Year,
- Activities which are complementary to this specific course year allowing you to complete the different skills required for the Diploma (higher education, multi-disciplinary research, international research),
- Optional supplementary activities.

As actors in your educational project, you define the methods for acquiring the skills you wish to obtain in a special course of study designed for continual exchange with the teaching teams.

APPLICATION ADN

The ADN online tool allows you to select and save the Diploma activities and to validate their progressive completion during the course of study.

For more details on how to use it: si.ens-paris-saclay.fr:/diplome-ens-paris-saclay/#/

Prep’school University (France or abroad), Bachelor

Last year of Bachelor’s (L3)

First year of Master’s (M1)

1 year  3 years
Standard study paths and the gap year

Specific study path years (*)
There are several study paths available. They are defined by the specific study paths offered in the 3rd and 4th years of the diploma:

- Research and Higher Education path: year of M2 Training in Higher Education (M2 FESup) (option of sitting the Agrégation) Calendar and application process available from the head of M2 FESup.
- Pre-Doctoral Research Year Abroad (ARPE): one year abroad. Plan to be put together in the year before going abroad and must be submitted to the head of ARPE in accordance with the schedule set out by the DER.
- Interface study path: 1 or 2 years in another discipline or as a joint study programme. To do this, an interface plan must be completed, submitted to the DER directorate then sent to the DSVE.
- Themed Research Path: in Artificial Intelligence, quantic technology, research-creation. Calendar and application process sent by the DSVE.

Specific Study Plan
For those Normaliens who wish to do so, it is possible to request a specific course of study (different course arrangement, specific training).
To do this, a specific study plan must be completed, submitted to the head of the Teaching and Research Department (DER) before it is sent to the DSVE.
> intranet.ens-paris-saclay.fr/version-francaise/mes-etudes

The gap year
During their course of study, Normaliens can benefit from a gap year in the middle of the Diploma (with the aim of acquiring personal, professional or training experience). To do this, a gap year plan must be completed and submitted to the head of DER before it is sent to the DSVE.
> intranet.ens-paris-saclay.fr/version-francaise/mes-etudes
Internships

In order to accrue certain skill sets, (research, international work, higher education), Normaliens will be required to complete internships as part of their study path.

Each internship must be validated by a training manager and overseen by a member of the teaching staff responsible for the course to which the internship refers.

It is only possible to begin an internship once each party has signed an internship agreement.

What are the steps to take to put an agreement in place?

1. Download the information form prior to the internship agreement
   - intranet.ens-paris-saclay.fr/version-francaise/mes-etudes
2. Establish the subject, missions and arrangements for teacher monitoring throughout the internship, together with the referring teacher and the internship tutor.
3. Collect the administrative information required to create an internship agreement, with the help of the departmental secretaries and administrative contacts within the host organisation.
4. Send the duly completed information form to the departmental secretaries.

Once the internship agreement has been validated by all of the signatories, the ENS DSVE Careers Centre will organise the signature process.

NB: Internships that include a period of overseas travel must receive prior acceptance from the school’s defence and security officer.
ri-outgoing@ens-paris-saclay.fr

Back to school highlights

Back to school amphitheatres
Normaliens are welcomed from the first week in September, followed by the associations forum.
   - September 2nd - 6th
Associations forum: september 6th

Foreword
Welcome of new entrants, presenting the different actors that punctuate student life (prevention, Diploma activity).
   - September 16th

DER Open Doors
A time to meet and discuss with the teaching and research departments.
   - September 9th

Presentation of the laboratories
Presentation of the laboratories in an amphitheatre, followed by a discussion forum with Normaliens.
   - September 7th

Presentation of the Diploma of ENS Paris-Saclay
Mock-up, course of action, structure, personalised elements
   - September 13th
**Registration**

**Contribution to student and campus life (CVEC)**

Before beginning the administrative registration process all students must obtain their certificate of confirmation of settlement of the CVEC, by payment or exemption. This allows the student, for example, to pay for preventative medicine and appointments with the psychologist, to set up a social assistance fund or to support student community projects.

The following are exempted:
- grant-funded students, beneficiaries of a social criteria allowance
- grant-funded students, funded by a grant from the French government
- students on international exchanges and Erasmus
- students in continuous education
- student refugees
- students benefiting from subsidiary protection
- students registered as asylum seekers who have the right to remain in the country

The status of trainee civil servant is not exempt from payment of the CVEC. In addition, if you become eligible for exemption from the contribution during the university year, you can obtain a refund of the contribution you have already paid from the CROUS.

**Registration**

Administrative registration is done every year online using the Coriandre tool and includes the submission of supporting documents. Once your file has been verified by the DSVE (Academic and Student Life Office), you must pay your registration fees.

If you are an ENS trainee or ENS student: once you have registered your Diploma on Coriandre, you must register for the activities for the ENS Paris-Saclay Diploma on the ADN application.

⚠️ If you are a ENS trainee do not forget to complete your support file and send it to the Human Ressources Department! If you have any questions, contact:

normaliens.eleves.drh@ens-paris-saclay.fr
Libraries

Central Library

The Central Library is accessible to all students and staff at the School.

Opening hours
- Monday: 10h-22h
- Tuesday, Wednesday, Thursday: 9h-22h
- Friday: 9h-19h
- Saturday (Oct-Jun): 9h-18h
- Sunday (Nov-May): 14h-18h

Location
- Ground floor, South-East building

_emails_
- biblio@ens-paris-saclay.fr

Durkheim Library

It can be accessed by everyone but it gives priority to doctoral students and teaching and research staff in human and social sciences.

Opening hours
- Monday, Tuesday, Thursday: 14h-17h30
- Friday: 14h-17h

Location
- 3rd floor, South-East building

FOCUS

The FOCUS catalogue allows you to access all the books, e-books, scientific journals, articles and databases available at ENS Paris-Saclay and in the libraries and resource centres at Université Paris-Saclay.

All the libraries at Université Paris-Saclay are accessible free of charge to all students and staff.

_emails_
- ens-paris-saclay.fr/bibliotheque/ressources-documentaires/outil-de-recherche-focus

⚠️ Some libraries in Paris are also open on Sundays: this is the case for the Bibliothèque nationale de France [National Library of France] a public information library and Central Library for the International University Campus in Paris.
Language

Paris-Saclay Language Centre

Location
CentraleSupelec ➔ Eiffel Building

The centre includes:
• 57 equipped classrooms, specially dedicated to learning languages.
• a resources centre which is open to everyone, and which offers innovative equipment, systems and programmes, along with documentation, books, reviews and journals.
• a 120-seater amphitheatre
• several tutorial rooms

The centre also provides linguistic, cultural and artistic events throughout the year.
The languages offered are: Arabic, Chinese, Hebrew, Japanese, Italian, Portuguese, Russian, Swedish, Sign Language.

Registrations (before end of September) ➔ anthony.saber@ens-paris-saclay.fr

For further information:
➔ secretariat.lang@ens-paris-saclay.fr
➔ ri-incoming@ens-paris-saclay.fr

⚠️ Our partner MyCow also offers to enrich your English vocabulary and improve your comprehension – connection using ENS ID ➔ mycow.eu

French as a Foreign Language (FLE)

• Intensive FLE course: In September, ENS will offer a free intensive FLE course for 3 hours per week (beginners to intermediate level)
• FLE course: from October onwards, the ENS Language Department offers free weekly 2-hour French language classes at various levels (beginner, intermediate and advanced) – register during the first class.
• Language course for independent work (DELTa): available at no charge for all the international students of Université Paris-Saclay and offers scalable online resources to help students learn the colloquial French spoken every day – register using your e-mail address ➔ delta.universite-paris-saclay.fr
• Science Accueil: FLE courses at different levels are offered (beginners, false beginners, intermediate, advanced), based on 2 hrs per week for a 15 week period (= 60 hrs) ➔ science-accueil.org
IT account

When you complete your administrative registration, you will be given your **ENS login details**. They give you access to the establishment’s virtual private network (VPN) and also to all the IT resources:

- e-mail account: firstname.lastname@ens-paris-saclay.fr
- e-mail services: diary, personal address book, directory
- Internet connection
- Intranet
- digital working environment including a saved network space, a system for sending large files, access to administrative applications and to online document resources, etc.
- Specific software depending on department (Matlab, Mathematica, etc.)

A charter sets out the conditions for the correct use of IT at ENS Paris-Saclay (Annex 2 of Internal Regulations). To consult the charter or for more information:

- intranet.ens-paris-saclay.fr/version-francaise/services-et-procedures/actualites-juridiques/

Wi-Fi

All users with an ENS IT account can connect to the following wireless networks:

- Eduroam: for students and staff of the School or partner establishments in France
  - eduroam.fr
  - eduroam.org/where
- ENS-invité: allows students and staff at ENS Paris-Saclay to sponsor persons from outside the establishment, in order to give them access to the network

[To connect to ENS-invité:]

- Select ‘ens-invité’ (Wi-Fi) and launch the search engine
- Click on the ‘s’inscrire’ [register] button at the foot of the page and enter your family name, first name and e-mail address, as well as your contact’s e-mail address at ENS Paris-Saclay

IT rooms

Computer rooms, known as ‘shared rooms’, are also accessible with your student card: MO09; MM08; MJ08b (Mezzanine, West building)
Please use your e-mail address @ens-paris-saclay.fr to receive and pass on information. Please also check it on a daily basis because the teaching teams and School services will use it to contact you.

Sending information

The Communication Service passes on news about the events of life on campus for the School community and in its networks (Plateau de Saclay, agglomeration community, etc.).

You can contact them (communication@ens-paris-saclay.fr) to:

- Publish on the websites, Intranet, in the internal newsletter and on the social networks
- Pass on information for the Université Paris-Saclay newsletter
- Broadcast on the dynamic screen displays installed in the building
- Send an e-mail to all the students and/or staff via the mailing lists
- Check compliance with the graphical charter for the communications media

Student events can also be published directly in the diary on the Université Paris-Saclay website by using the OpenAgenda tool:

- openagenda.com

Stay up to date

- Social networks
  Facebook, Twitter, Linkedin and Youtube (search for: @ENS Paris-Saclay)
- Website
  - ens-paris-saclay.fr
  (School news, life on campus, governing bodies, courses of study, etc.)
- Intranet
  - intranet.ens-paris-saclay.fr
  (internal information, access to digital resources, contacts, etc.)

ENS Paris-Saclay Newsletter

The monthly internal newsletter will keep you updated on all the latest information about the school (upcoming science events, HR information, cultural programming of the Research Scene, etc.)

It is sent to the @ens-paris-saclay.fr e-mail address.
E-learning via eCampus
The eCampus platform is an online learning platform shared by 8 institutions on the Saclay Plateau. It enables you to access digital resources that have been put online by the teaching team of the course for which you are registered.

Here you will also find information on the different activities of the diploma, cross-disciplinary activities that are not a direct part of the DER.

Of course, every student registered at ENS Paris-Saclay has access to this platform. It is the responsibility of each student to open an account.

This stage can only be carried out once you are registered.

In order to be able to access the content on the platform, you also have to be enrolled in the various study spaces that are open to your study path. This operation is managed by the DER for the educational curriculum and by the DSVE for cross-disciplinary subjects for the Diploma.

» ecampus.paris-saclay.fr
Going abroad
→ Resources and meet-ups for travel/study abroad
→ Opportunities to travel
→ Funding your project

Coming and study at ENS Paris-Saclay
→ Preparing for your stay
→ Reception arrangements
→ Visa and residence permit
Opening up internationally

In 2020, the School achieved 2 quality labels:

**Bienvenue en France (level 2)**
★★ which certifies that international students receive a high-quality standard of information, reception arrangements, accompaniment in teaching, campus life and post-diploma monitoring.

**Erasmus+**
Best practice by the Erasmus+ Agency which certifies us at the highest level of European projects in terms of implementation, results produced and the effects observed.
This recognition is a confirmation of the commitment of the teaching teams, particularly SRI in managing and accompanying movement around Europe.

**SRI CONTACT DETAILS**

<table>
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<tr>
<th>General questions</th>
<th><a href="mailto:ri@ens-paris-saclay.fr">ri@ens-paris-saclay.fr</a></th>
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<td>Incoming mobility</td>
<td><a href="mailto:ri-incoming@ens-paris-saclay.fr">ri-incoming@ens-paris-saclay.fr</a></td>
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<td><a href="mailto:ri-outgoing@ens-paris-saclay.fr">ri-outgoing@ens-paris-saclay.fr</a></td>
</tr>
<tr>
<td>Location</td>
<td>South-East building 1st floor - offices 1B72 · 1E74</td>
</tr>
</tbody>
</table>
Going abroad

143 international agreements in 38 countries

300 Normalien students go abroad every year

61 ENS Paris-Saclay graduates accepted onto the ARPE program (which provides help in finding a first job) for the 2020-2021 year

5 good reasons to go abroad:

1. Make your study path international
2. Discover other cultures
3. Improve your language skills along with your professional and intercultural skills
4. Broaden your CV and when you return, highlight what you have gained
5. Create an international network for yourself

OPENING UP INTERNATIONALLY
Resources and meet-ups for international travel/study

These are designed to help you open yourself up to new horizons, and find support for your travel plans with the SRI:

- **Foreword:** Welcome day for first-time students: September 9th
- **FLASHMOB starting point for every international project:** Every semester, the SRI organises a meeting for students planning to work or study abroad to present opportunities on offer, funding programs and support tools. Regardless of the stage of development of your project, don’t miss the first FLASHMOB of the year on Thursday, 7 October 2021!

- **Mobility passport 2021-2022:** Available at the start of the 2021 academic year, this is a practical guide listing the preparation and application procedures for going abroad.
- **Intranet portal, “International” section:** Find all the procedures and documents you’ll need to prepare for your departure and to finance your stay.
- **Information letters “INFOS SRI”** sent to ens-paris-saclay.fr and compiled on the intranet
- **Forms (available on the intranet):**
  - Declaration of interest form
  - ARPE form
  - Project validation form

Opportunities for international travel

Each graduate is encouraged to get some international experience as part of their studies at the School. This can take several forms:

- international study
- an internship
- Pre Doctoral Research Year Abroad (ARPE)
- An embassy or consulate-based internship, or one within an international organisation where France has permanent representation.
- a readership, a research post, a double degree etc.

Preparation is the key to a successful international project:

Students will have help planning their options from the head of teaching, the teaching team, the course head, the ARPE head and the international referee in association with the SRI. All projects with an international component, once you have a primary or secondary registration at ENS, must be made known to the SRI (ri-outgoing@ens-paris-saclay.fr).

This is a mandatory stage.

Two aims:

- Ensure your departure is secure,
- Ensure the best assistance possible before, during and after your international project. All such projects are subject to approval by the Security and Defence Officer.
Funding your international project

The SRI administers and centralises several travel aid programs, in order to keep students informed and help them complete their funding application:

- intranet.ens-paris-saclay.fr/version-francaise/international/
- ens-paris-saclay.fr/etudes/echanges-internationaux/partir-letrange

Science Accueil is the partner selected by ENS Paris-Saclay to assist you with the process of moving and becoming involved: administrative procedures (visas, opening bank accounts, choosing your medical cover, etc.), learning French in a friendly, innovative atmosphere, cultural activities and events (theatre, museums, cinema, exhibitions, etc.) at low cost.

To benefit from their services, just fill out the contact form on their website:


They can also help you with booking a taxi from the airport when you arrive:

procedures@science-accueil.org

Coming and study at ENS Paris-Saclay

On the campus in 2020 there were

220 international students

and

120 international doctoral students
Preparing for your stay in France

**Budget** The average monthly budget for a student is ± €900 a month in the Île-de-France region. Anticipate for a higher budget for September, it will be substantially higher than for the rest of the academic year:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration fees</td>
<td>± €300</td>
</tr>
<tr>
<td>CVEC</td>
<td>€92</td>
</tr>
<tr>
<td>Security deposit for your accommodation and first rental payment</td>
<td>± €1000</td>
</tr>
<tr>
<td>Subscription to a health insurance provider (<em>mutuelle</em>)</td>
<td>± €30</td>
</tr>
<tr>
<td>Stamp for the OFII – French Immigration and Integration Office</td>
<td>€50 ou €200</td>
</tr>
<tr>
<td>Living essentials (sheets, duvets, towels, kitchen utensils, etc.)</td>
<td>± €100</td>
</tr>
<tr>
<td>Miscellaneous expenses (sports, internet, transport, books, etc.)</td>
<td>± €150</td>
</tr>
</tbody>
</table>

Some examples:
- 1 baguette: €1
- 1 kg of pasta: €1,50
- Meal in the CROUS: €3,30
- Doctor’s consultation: €25

**Essential travel items**

- Public transport subscriptions: €35 per month
- Rent: ± €500 per month
- Food: ± €150 per month

**COVID-19**

The guidelines are ever-changing, along with the list of documents required. Consult the website of the French Embassy in your country and contact the SRI for further information.

**If you have health problems**

Your medical card

**If you are undergoing medical treatment**

Your prescription (original and French translation from your doctor)
If you are an EU citizen
Your European Health Insurance Card

If you are from Quebec
Your SE401Q102bis or SE401Q106 form

Statement of financial resources or proof of obtaining a scholarship

Student card (for exchange or ERASMUS students)

Your certificate of acceptance at ENS Paris-Saclay

Your certificate of accommodation

Your important qualifications and records

Miscellaneous items
Electrical adapters, bilingual dictionary, computer, etc.

⚠️ In order to receive access to grants and funding, in particular from the CAF, (see page 52), to receive a salary or pay rent, you must have a bank account opened in France.
You can take care of this before you arrive by contacting Science Accueil (procedures@science-accueil.org)
Remember to scan your important documents and send them to your email inbox!

Reception arrangements

At ENS Paris-Saclay
Your matriculation meetings:
- Meet-up for international students Thursday, 9 September
- Welcome day for first-time students and Foreword Thursday, 16 September
- Associations’ Forum Monday 6 September
- Practical information workshops presenting state health insurance, telephony, CAF, ENS registration, transport and banking September

There are fun events year round where you can meet other students and exchange ideas. Integration Weekend, International Students’ Christmas, End of Year Cultural Project, the “Galette des rois” to celebrate 6 January, the ENS Paris-Saclay Gala, etc.

Buddy Program
This is a free international mentoring programme set up by Université Paris-Saclay and run by ENS Paris-Saclay to create links between French and international students in France with foreign students who have recently been admitted. The aim is to provide them with support and assistance with administrative procedures and help them to integrate into their new place of study. Registration opens July 2021.
universite-paris-saclay.fr/actualites/ouvertures-des-inscriptions-au-buddy-programme-programme-de-parrainage-international
Reception Desk for Foreign Talent (GATE, Guichet d’Accueil des Talents Étrangers)
The GATE is a reception desk for international students and is open from August to December. It is intended for international students and researchers at Saclay. Information provided about transport, health insurance, visas, accommodation and opening bank accounts, etc.

→ gate.paris-saclay.fr

Dedicated space for international students
This space contains information on getting set up, international sponsorship, practical aspects of life (housing, health and well-being, telephone and internet, transport and travel, cost of living, eating well, etc.) and other aspects of French culture.

→ universite-paris-saclay.fr/
   vie-de-campus/
   accueil-des-publics-internationaux

Visa and residence permit

Before your departure
If you are from an EEA member state, you do not need a visa to come and study in France.

If you do not come from an EEA Member State, you must follow the appropriate procedure:

• If you will be taking the ENS competitive entry exam, you have the option of applying to the French consulate where you live for a student examination visa.

• If you are admitted to our School, go to the French consulate in your place of residence with the letter of admission sent to you. It will enable you to obtain a long-stay visa, equivalent to a residence permit (VLS-TS).

• If you are from one of the following countries: Algeria, Benin, Brazil, Burkina Faso, Cameroon, Chile, China, Colombia, Comoros, DR Congo, Egypt, the US, 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, you fall under the “Studies in France” (Études en France) procedure. It begins once your certificate of admission to ENS has been received.

Science Accueil
To assist you with all your tasks and procedures, don’t hesitate to contact our partner Science Accueil for help.

Contact
• administrative steps:
  → procedures@science-accueil.org
• furnished accommodation
  → housing@science-accueil.org
• cultural visits and events:
  → alister@science-accueil.org
• for all other requests:
  → science-accueil.org/
     formulaire-de-demande-de-services/
L’Université Paris-Saclay has set up an online application allowing each student to obtain individually-tailored information and a step-by-step schedule for all the steps they will need to take prior to their stay in France.

If you have obtained funding for your stay in France, you will need to attach the financing certificate to your visa application. The ENS Paris-Saclay may provide a certificate for the programs it manages.

You can also find all the information regarding your visa application on the official website for French visas.

To get your visa from The Embassy or Consulate, you need to demonstrate that you have adequate resources equivalent to €615 a month for the entire length of your stay.

ENS Paris-Saclay is unable to provide support for students who do not fulfil these conditions.

If you are a Doctoral student you must present a hosting agreement to the Consulate closest to your home.

For any hosting agreement application, you must provide:

- a passport copy
- a copy of a master’s or PhD degree
- an invitation letter from the ENS Paris-Saclay hosting laboratory
- a certificate of funding or proof of available funds (min. €1000/month)
- if applicable: a copy of a contract or promise of employment

Please contact our partner, Science Accueil, for help with all the procedures relating to the hosting agreement:

procedures@science-accueil.org

After your arrival

International student with a VLS-TS will have to validate their visa within 3 months.

For requests to renew your visa or permission to remain, please do so online:

administration-etrangers-en-france.interieur.gouv.fr/particuliers/
Useful applications

Availables on Google Play and App Store.

**Insiteo**

The Insiteo app helps you navigate in the building. After downloading the application select «Autre compte entreprise» and create an account with your ENS email address. Remember to activate Bluetooth to be located in the building.

**RATP**

For the métro, RER, bus, tram and airport connections, you are given guidance for each step in finding the best route. Times are provided in real time and you are kept informed of disruptions and ongoing and forthcoming works on all the lines.

**Izly**

Payment services for the CROUS university restaurants and cafeterias is done via Izly.

**ERASMUS +**

For the relevant students, this app is there to help at any time and makes your European experience an easier one (checklist, top tips, OLS access, latest news, etc.)

**Doctolib**

Find the nearest doctor and get an appointment using the app.

**Uber**

A car-sharing app that connects you with a reliable driver for all your journeys.

**G7 taxi**

book a taxi

**Heetch**

Uber alternative

**SIUAPS UPSaclay**

Access to the Sport Université Paris-Saclay portal, with the planned programming for sports sessions.

**Travel in Essonne**

Cultural information app to guide you around the Essonne department.
Accommodation
→ Near the School
→ On the Saclay campus
→ Near Paris
→Preparing your rental file

Catering
→ Kantine
→ Kfé
→ Izly account
→In the Moulon quarter

Health
→ Medical Centre
→ Relais Handicap
Social Security
→ If you are a ENS trainee
→ If you are a ENS student
→ If you are an international student
Caisse d’Allocation Familiale (CAF (Family Benefits))
Prevention
→ Student Prevention Network (SPN)
→ Sexual harassment
→ Social action
→ Hygiene and safety
PLAN OF THE HALLS OF RESIDENCE
Accommodation

There are several possible types of leasing near the School (social or private landlords, CROUS, private owners) as well as several possible request platforms (GUPS, Immojeunes, etc.).

ENS Paris-Saclay ensures that requests are monitored in association with the Guichet Unique Paris-Saclay (GUPS) and the landlords.

Contact
» logement@ens-paris-saclay.fr

The GUPS platform centralises offers of accommodation from public and private landlords on the Saclay campus. ENS students can make their requests for a hall of residence near the School.

Offers of accommodation are sent to students in accordance with the availability in the residences 2 to 3 weeks before the required date of taking up the accommodation.

» logement.campus-paris-saclay.fr

Contact
» gups@crous-versailles.fr

The Immojeune ENS platform lists the requests from students of the School and owners everywhere in France and throughout the world. It is free and secure.

If you are an international student, our partner, Science Accueil can help you to find accommodation by sending you furnished accommodation offers that are suited to your own situation (see pages 40-41).

Near the school – 5km

- Residences CROUS: G. Sand et E. Gray (social)
- Residence SERGIC: Twenty (private)
- Residence CESAL: Residence IV (social) et Joliot-Curie (private)

On the Saclay campus – 10km

Apart from GUPS, you can send your request to:
» messervices.etudiant.gouv.fr

Residence CROUS (social):
- Residence de l’Île – Bures-sur-Yvette
- Residence Émilie du Châtelet – Gif-sur-Yvette
- Residence Le Bosquet – les Ulis
- Residence Les jardins de Fleming – Orsay

Quartier de Palaiseau
- Residence Kley (privé)

Nearby Palaiseau
RER Massy-Palaiseau
- Residence ECLA (private, places reserved for our students)

Near to Paris – 20km

- Residence CROUS de Cachan

» logement@ens-paris-saclay.fr
Preparing your rental file

In order to rent accommodation, you will always be requested to provide:

- a public liability insurance certificate
- an accommodation insurance certificate
- a guarantee provided by your guarantor

⚠️ The guarantor must be solvent and resident in France; if you do not have a guarantor, you may make use of the Visale system.

▶ visale.fr

- Security deposit

This will be returned to you after the end of tenancy inspection report is completed, if you have not damaged your accommodation and have paid all your rent and charges. Note that rent is paid exclusively by bank transfer.

It is of utmost importance that you do not close your bank account before you have settled all the charges!

- Start and end of tenancy inspections
- Signature of a lease contract drafted by the owner of the accommodation
- Documentary evidence of study or admission to ENS for applications to GUPS and CROUS and the residences, where the school has reserved places
- RQTH (Recognition of Disabled Workers) [Reconnaissance de la qualité de travailleur handicapé] to justify a request for accommodation that is accessible by people with limited mobility
Catering

**La Kantine – CROUS restaurant**

- **Location**
  Ground floor / Mezzanine, South-West building
- **Hours**
  Open to everyone from Monday to Friday from 10:30am to 2pm

You will find a large choice of meals, a self-service is also at your disposal until 3pm.

**Le Kfé – cafeteria**

- **Location**
  Ground Floor / Mezzanine, South-West Building
- **Provisional hours**
  Every day from 8:30am to 6pm, until 7pm on Fridays, and until 10pm if there is a performance at the Theatre.
- **Modes of Payment**
  Card, cheque or cash

At the Kfé, there is rapid service, everything is completely home-made with fresh, high quality organic products, to be eaten there or as takeaway. Every day, they prepare hot or cold soup, salads, sandwiches, bowls, burgers and tasty desserts. The Kfé also offers a wide range of hot and cold drinks, with freshly squeezed juices and smoothies.

- [www.healthinside.fr](http://www.healthinside.fr)
- The Kfé on Instagram: [@kfebyhealthinside](http://www.instagram.com/kfebyhealthinside)

**Izly account**

With Izly you can pay for the following on French campuses: meals, photocopying, vending machines. Once the CVEC is paid, an online account is created, and you will keep it as long as you remain a student. You can check and top it up on the website or mobile app. Your student card acts as a multi-use payment card, but the app enables you to generate a QR code to pay for your purchases.

**In the Moulon quarter**

- **Within the CentraleSupelec buildings**
  **Eiffel Building**
  - 8 – 10 rue Joliot Curie, Gif-sur-Yvette
    - A CROUS university restaurant open from 11:30am to 2pm and 6:30pm to 9pm
    - A CROUS cafeteria open from 8am to 5pm

- **Bouygues Building**
  - 9 – 9 bis – 9 ter rue Joliot Curie, Gif-sur-Yvette
    - Le Musée, 7:30am to 9am, cafeteria service from 11:30am to 2:30pm and bar service from 5pm to midnight (managed by students)
    - L’At’Home, a brasserie open at noon from Monday to Friday and in the evening from Monday to Thursday (privately managed)
Health

When you have an appointment with a health worker, be sure to always bring your carte vitale, your health insurance card and ID with you.

Pôle médical

Location
Ground floor, East Building

Contact
polemedical@ens-paris-saclay.fr
+33 (0)1 81 87 49 81

Doctor Yann Le Goff
Preventative medicine

Appointments are made by the medical service in the case of mandatory visits for the ENS trainees and by the ENS trainees or ENS students in cases of necessity. Appointments are made solely by e-mail. Consultations are free. The doctor is not a General Practitioner, but is an occupational health doctor, who can direct you to the appropriate contacts if they are unable to treat you.

Dominique Deval
Nurse

Contact
+33 (0)1 81 87 49 81

Anne-Elisabeth Weber
Psychologist

Free appointments on Monday, Tuesday, Thursday and Friday at ENS, and Wednesday and Friday by phone.

rdv-psychologue@ens-paris-saclay.fr

Disability Service

Managed by the Project Manager, Laëtitia Gentot, and the disabled persons’ correspondent, Doreen Kamga, the Disability Service disabled persons’ centre deals with reception and assistance to students, doctoral students and staff.

In particular, it ensures the development of a Support Plan for Disabled Students (PAEH), which organises the re-organisation of various study facilities and examinations.

Contact them by e-mail as soon as possible:
relais.handicap@ens-paris-saclay.fr
Social Security

Social Security covers medical insurance, which refunds 70% of your medical costs. To receive a complete refund, you must subscribe to additional healthcare cover (or a mutual policy), which will take care of the remaining 30%.

If you are an ENS trainee

As a trainee civil servant you are obliged to become affiliated with MGEN.

Contact

MGEN de l’Essonne
1 rue Pasteur
91000 Evry Courcouronnes
tel: 36 76

If you are absent due to illness, a medical certificate (arrêt de travail) must be sent to the HRD (normalien.drh@ens-paris-saclay.fr)

If you are an ENS student

Since the “Orientation et réussite des étudiants” law was announced on 8 March 2018, you no longer have to take steps to obtain cover from Social Security, which is now free. Make sure that your mutual insurance company has your current information (postal address, bank details, etc.).

If you are a foreign student:

Foreign students, who are registering for the first time with French Social Security, must register on the website

etudiant-etranger.ameli.fr

In order to register you must have the following documents:

• Visa
• Statement of CVEC payment
• Certificate of attendance at ENS Paris-Saclay

Specific cases

– If you were already registered at a French higher education establishment in 2020-2021, you remain with the same Social Security regime: there is no need to do anything.

– If you have come to study for a period of less than three months, you must be covered by the health insurance of your country of origin or by private insurance.

– European students should not sign up for the French state health insurance scheme. Instead they should request their European Health Insurance Card from the Health Insurance scheme in their own country.

⚠ Brexit

From 01/01/2021 onwards, only those covered by the withdrawal agreement will be able to continue to use their European Health Insurance Card (EHIC).

Other existing EHIC cards are no longer valid. If you are covered by the withdrawal agreement, contact the British National Health Service to get a new card stating “Citizen’s Rights Agreement”. British nationals coming to study in France after the end of the transition period, from 1 January 2021 onwards, must hold a right to remain and register with French social security.
Caisse d’Allocation Familiale (CAF (Family Benefits))

As a student, depending on your income, you may benefit from different types of financial assistance from the Caisse d’Allocation Familiale (CAF). Please contact them or meet up with them at the GATE in September.

> caf.fr

Prevention

Student Prevention Network (SPN)

This assists students in vulnerable situations or with mental health disorders and coordinates preventative measures and the implementation of a game plan after diagnosis. It comprises:

- a member of the teaching staff from each department, known as a «correspondent»
- a «coordinator» with a direct link to the Vice-President for student life

The list of correspondents is available on the School’s Intranet.

> intranet.ens-paris-saclay.fr/
  version-francaise/prevention-sante-et-securite/prevention-et-bien-etre/
souffrance-psychique/reseau-de-prevention-etudiant-rpe

For further information on the network:

> coordonnateur.rpe@ens-paris-saclay.fr

Sexual harassment

ENS Paris-Saclay asserts its commitment to the fight against sexual violence and sexism through awareness and preventative campaigns, in particular by means of the Prevention, Orientation, Awareness and Information working group (POAI). It is made up of students and members of the teaching and administrative staff. Its role is to inform and create awareness on issues relating to sexual harassment.

Are you a victim of or a witness to this kind of situation?
You can contact:

> stopHS@ens-paris-saclay.fr
Equality Officer
Claire Lambard
➔ mission.egalite@ens-paris-saclay.fr

You can also contact the Equality Officer or the anti-sexual harassment supervisors of the DER, or consult the material in the Prevention, Health and Safety section on the Intranet.

Social action

For any information on the assistance given by ENS Paris-Saclay, particularly student social assistance, you may make an appointment with Doreen Kamga, Social Action Manager.

➔ Contact
➔ actionsociale.drh@ens-paris-saclay.fr

Interviews are confidential and subject to professional secrecy.
You can also contact the social service of the CROUS in Versailles:
➔ service-social.paris-saclay@crous-versailles.fr

Hygiene and safety

In the event of an accident or incident, the role of the prevention assistants is to record the details in the Occupational Health and Safety Register. They are also responsible for listing hazards and hazardous products (chemical, biological, etc.) and to ensure the availability of Material Safety Data Sheets.

To find out more, consult the Prevention, Health and Safety section on the Intranet.
Students committees
→ ADEPS
→ BDE
→ BDA
→ BDL

Clubs and associations
→ Arts
→ Entertainment
→ Technical
→ Catering
→ Society
→ Solidarity
→ Entrepreneurship
Student venues
→ Kokarde
→ Concierge
→ Local shops

Sport
→ Sports at the ENS
→ Associations and sports clubs
Enjoying student life

Students committees

BDE

This body enlives student life on the campus by organising events, student evenings and social occasions (breakfasts, [Pot]s, Christmas meal, etc.). Its many clubs offer cultural, sports, citizens’ and creative activities, which add to the many associations which are present at the start of every academic year at the Forum of Associations.

It organises the Integration Weekend (IWE), the abNormal Night (a gala) and the Point Rencontre [meeting point] (welcoming the new arrivals for oral and written exams).

Facebook: facebook.com/BdeEnsParisSaclay

Contact
bureau.bde@lists.crans.org

BDL

It brings together the games clubs and activities on the campus.

It manages the Mediatek, where you can read and borrow comics and books, listen to music and play board games.

Contact
med-bureau@lists.crans.org

It mainly organises two big events: the K-WEI (game offshoot of the WEI) and the Interludes (another inter-ENS event based around board games, role-plays and murder mystery games).

Contact
bdl@list.crans.org

BDA

It is involved in promoting the arts and culture in all their forms by organising concerts, foreign travel and cultural outings in Paris.

It organises the sENS de l’Art festival (one week characterised by exhibitions and shows from cinema, theatre, improvisation, photography, magic, art and music) and the InterQ (a weekend, during which the students from all the ENSs in France come together to share their artistic creations).

Contact
all.bda@lists.crans.org

ADEPS

The aim is to bring together the ENS Paris-Saclay doctoral students for a range of events in order to create a solid sense of community and networking.

In themed, convivial lunchtime sessions, it communicates with Normaliens and School students on doctorates and the world of research.

It provides support for (particularly international) doctoral students with administrative matters (registrations, etc.).

Contact
adeps@lists.crans.org
STUDENT SPACE

Workspaces for Normalien students are available on the mezzanine level and on the 1st, 2nd and 4th floors. Please consult the building plan for their exact location.

Clubs and associations

**Arts**
- Club circarssien Saltimb[ENS]K
  → club-saltimbensk@lists.crans.org
- Drawing Club P[ENS]il
  → arts@lists.crans.org
- Club DJ Disk Jockens
  → club-djkens@lists.crans.org
- Club Karaok[ENS]
  → karaokens@lists.crans.org
- Club L’ENS Fait son Show
  → lensfaisontsoncirque@lists.crans.org
- Music Club
  → club-musique@lists.crans.org
- Clubs photos L[ENS] & Num[ENS]
- Piano Club
  → club-piano@lists.crans.org
- Theatre Club
  → club.theatre.ensps@gmail.com
- Fanfare F[ENS]foire
  → fensfoire@lists.crans.org
- Orchestra Orch[ENS]
  → club-orchens@lists.crans.org

**Entertainment**
- Club astronomy Astro
  → club.astro@lists.crans.org
- Japanese Animation Club Anim[ENS]
  → club-animens@lists.crans.org
- Pool Club
  → club-billard@lists.crans.org
- Hairstyling Club – Coiff[ENS]
- Magic Club – Magici[ENS]
  → magic@lists.crans.org
- Video Games Club
  → club-jeuxvideo@lists.crans.org
- Club Disney – Disn[ENS]
  (Contact: get information from the Med)
- Club Magic: The Gathering
  → club-magicthegathering@lists.crans.org
**Technical**

- Association réseau CR@NS
  - bureau@list.crans.org
- Technical Events Club – SonEtLum[ENS]
  - sonetlumens@lists.crans.org
- Carpentry Club – Menuiz’
  - club-menuiz@lists.crans.org
- Robot Club – [Kro]bot
  - club-krobot@lists.crans.org
- Personal server hosting – Serv[ENS]
  - club-servens@lists.crans.org

**Catering**

- Beekeeper Society
  - beekeeperssociety@list.crans.org
- Club Bon Viv[ENS]
  - bonvivens@lists.crans.org
- Club cuisine [cooking] Kitch[ENS] 2.0
  - club-kitchens@lists.crans.org
- AMAP [local fruit and veg]
  - amap@lists.crans.org
- Wine Club – CAVE
  - club-cave@lists.crans.org
- Smoothies Club – Fruit’ENS’Mix
  - club-fruitensmix@lists.crans.org
- Organic/local/ loose produce store at Saclay Le Magasin
  - magasin@list.crans.org

**Society**

- Sustainable Development Club – Terre à Terre
  - terre-a-terre@list.crans.org
- Club radio Frek[ENS]
  - club-frekens@lists.crans.org
- LGBT-friendly Group
  - La Cinquième Parallèle (/5/)
  - la5emeparallele@lists.crans.org

**Solidarity**

- Christian Association C4
  - aumonerie-c4@list.crans.org
- Humanitarian Association SoNo
  - solidaritenormalienne@gmail.com

**Entrepreneurship**

- SENS Conseil
  - sens@list.crans.org
Sports at the ENS

Under the responsibility of the Sports Director, the School offers and organises some twenty sports activities for students and members of staff (athletics, badminton, cheerleading, pilates, volleyball, etc.). Most of these activities are supervised by PE teachers.

Registration

Sports.universite-paris-saclay.fr

Practicing a sport is an additional activity for the ENS Paris-Saclay Diploma.

Associations and sports clubs

The Sports Association’s objective is to structure the practice of competitive sport within FFSU (Fédération Française du Sport Universitaire) and sporting events on the campus.

There are many of them and they are a feature of student life: Week-end Equipes en Compétition, ENSympiades and InterENS.

Contact

bureau.bds@lists.crans.org

Facebook

BDS ENS Paris-Saclay

The range of sports activities is enhanced by a wide variety of clubs and associations:

Aspique,
Women’s Rugby Team Association
rugenset@list.crans.org

Club Caillou,
association for fans of climbing
club-enscalade@list.crans.org

Kultte
Kultte Outdoor Sports Enthusiasts Association (e.g. long-distance hiking)
kultte@list.crans.org

Dance Club K-D[ENS]
k-dens@lists.crans.org

Salsa Club
club-salsa@lists.crans.org

Rock Club
club-rock@lists.crans.org

Sailing Club Pirat[ENS]
piratens@lists.crans.org
Student venues

Kokarde

* Location
  Ground floor / mezzanine
  Building Est

Kokarde is an unmissable venue for student life where you can drink, eat, discuss and find out about the various activities on campus

* Hours
  Lunch :  12pm to 2pm
  Bar :    6pm to midnight

This area hosts evening events organised by the SO:

* Hours
  Every Tuesday after the [Pot]s
  Every Thursday from midnight.

Concierge

* Location
  1st floor, South-East Building

* Hours
  Every Tuesday and Friday
  from 9:30am to 3pm

The concierge offers the following services: dry-cleaning, shoe repairs, garment alterations, car washing, flowers, hairdressing, beauty treatments, waxing.

To take advantage of these services you can place an order on the ASAP Conciergerie site (secure payment on line) or directly at the concierge:

> asap-conciergerie.fr
Local shops

**Shops**
- Boulangerie OCT Tradition
  11 mail Pierre Potier, 91190 Gif-sur-Yvette
- FO Pizza
  49 mail Pierre Potier, 91190 Gif-sur-Yvette
- Zen Sushi
  33 mail Pierre Potier, 91190 Gif-sur-Yvette
- Intermarché – Large Food Supermarket
  14 mail Pierre Potier, 91190 Gif-sur-Yvette
- Miam Locale – grocery, local products, greengrocer, sandwich bar
  17 mail Pierre Potier, 91190 Gif-sur-Yvette
- Pharmacie du Moulon
  8 mail Pierre Potier, 91190 Gif-sur-Yvette
- Optique 2000 (optician)
  5-7 mail Pierre Potier, 91190 Gif-sur-Yvette
- Viva la vie (hairdresser)
  23 mail Pierre Potier, 91190 Gif-sur-Yvette
- Laundrette
  25 mail Pierre Potier, 91190 Gif-sur-Yvette

Self-service (washing machines, dryers, washing powder vending machines)

**Banks**
- BNP Paribas
  19 avenue de la Vauve, 91120 Palaiseau
- Banque Populaire
  3 rue H. Amodru, 91190 Gif-sur-Yvette
- Post Office
  16 rue Nicolas Appert, 91400 Orsay
- Société Générale
  4 mail P. Potier, 91190 Gif-sur-Yvette
- Société Générale
  4 mail P. Potier, 91190 Gif-sur-Yvette

**Businesses within a 20 km radius**
- Boulangerie Panifique
  13 rue de la Vauve, 91120 Palaiseau
- Franprix – supermarket
  1 place Marguerite Perey, 91120 Palaiseau
- Restaurant Living Room
  10 boulevard Gaspard Monge, 91120 Palaiseau
- Restaurant Ô Food Asia
  2 boulevard Gaspard Monge, 91120 Palaiseau
- SNC Saclay – Press, stationery, telephones
  8 boulevard Gaspard Monge, 91120 Palaiseau
getting in the life
Governing Board (CA)
→ Scientific Council (CS)
→ Student Life Committee (CVE)
→ Health, Safety, and Working Conditions Committee (CHSCT)
GET INVOLVED IN THE SCHOOL’S GOVERNING BODIES!

Governing Board (CA)

The Governing Board is the School’s decision-making body. Under the authority of the School’s President, it determines the general guidelines for the establishment, votes on its budget and assigns the profit and loss statement. It comprises 31 members, qualified personalities, representatives of partner institutions and elected representatives of the staff and of the students.

Scientific Council (CS)

The Scientific Council is consulted on the guidelines on the School’s training and research policies. It contributes to the educational and scientific evaluation of its activities. It comprises 25 members, 15 of whom are persons from outside the School and 10 are elected representatives of the staff and students.
Student Life Committee (CVE)

This committee submits opinions to the President on everything concerning studies and living conditions for the students.

It gives opinions on the extra-curricular activities provided by the student associations, as well as on the financial files relating to student life.

It is composed of members with voting rights (elected representatives of the students, Chair of the BDE) and of members without voting rights (President of the School, service managers, representatives of the Associations Office and representatives of the students on the Health, Safety, and Working Conditions Committee (CHSCT)).

Health, Safety, and Working Conditions Committee (CHSCT)

The Scientific Council is consulted on the guidelines on the School’s training and research policies. It contributes to the educational and scientific evaluation of its activities.

It comprises 25 members, 15 of whom are persons from outside the School and 10 are elected representatives of the staff and students.
### PRESIDENCY

**PRESIDENT**
Pierre-Paul Zalio

**DIRECTOR OF PROFESSIONAL SERVICES**
François Tavernier

**VICE-PRESIDENT FOR EDUCATION**
Claire Lartigue

**VICE-PRESIDENT FOR STUDIES AND STUDENT LIFE**
Caroline De Sa

**VICE-PRESIDENT FOR RESEARCH**
Philippe Maître

### TEACHING AND RESEARCH DEPARTMENTS

- **Biology**
  - Gérald Peyroche
- **Chemistry**
  - Fabien Miomandre
- **Mathematics**
  - Nicolas Vayatis
- **Physics**
  - Jean-Sébastien Lauret
- **Computer Science**
  - Serge Haddad
- **Civil and Environmental Engineering**
  - Frédéric Ragueneau
- **Mechanical engineering**
  - François Louf
- **Design**
  - Anne Lefebvre
- **Human and Social Sciences**
  - Frédéric Lebaron

### RESEARCH LABORATORIES

- **LBPA**
  - Éric Deprez
- **PPSM**
  - Fabien Miomandre
- **Centre Borelli**
  - Nicolas Vayatis
- **LUMIN**
  - Fabien Bretenaker
- **LMF**
  - Patricia Bouyer Decitre
- **LMT**
  - Pierre-Alain Boucard
- **LURPA**
  - Olivier Bruncau
- **SATIE**
  - François Costa

### TEACHING DEPARTMENTS

- **Electronics, electrical engineering, automation**
  - Thomas Rodet
- **Languages**
  - Anthony Saber

### ASSOCIATIONS

- **Alembert Institute**
  - Bruno Le Pioufle
- **Farman Institute**
  - Laurent Fribourg
- **Scène de Recherche academic coordinator**
  - Volny Fages

### OTHER STRUCTURE

- **Maison des Sciences de l’Homme Paris-Saclay**
  - Didier Guédra-Degeorges

### MISIONS

- **Equality Officer**
  - Claire Lambard
- **Sustainable Development Officer**
  - Pierre Mella
- **Artificial Intelligence Officer**
  - Nicolas Vayatis
- **Disability Officer**
  - Laëtitia Gentot
- **Scientific Integrity Ombudsman**
  - Isabelle Ledoux
- **Company Relations**
  - Didier Guédra-Degeorges
- **Ongoing Training**
  - Didier Nicolle
- **Scène de Recherche**
  - Marc Dondey

### SERVICES

- **Human Resources Department**
  - DGSA
  - Catherine Torricelli
- **Library**
  - Martine Coppet
- **Competition entry**
  - Jean-Pierre Léoni
- **Communication**
  - Morgann Crozet
- **Prevention Advisor**
  - Patricia Bertho
- **Research and Innovation Support Department**
  - Christian Hamon
- **Financial affairs Directorate**
  - Christine Coupel
- **Real Estate Department**
  - Jean-Christophe Doremus (p.i)
- **Legal Affairs Directorate**
  - Marie Guillemer
- **Academics and Student Life Office**
  - Nathalie Delanghe
- **Information Systems Director**
  - Franck Mazé
- **Partnerships and Patronage**
  - Véronique Raout-Sévérac
- **Ongoing Training**
  - Madeleine Dos Santos
- **Project Quality and Conduct**
  - Christian Hamon
- **Sports Director**
  - Frédéric Aeschlimann
- **International Relations**
  - Catherine Stéphan-Évain

---

**SCHOOL ORGANISATION**

July 2021
## Annexe
### Secrétariat des Entités & Services · Units & Services Secretary

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<td>01 81 87 48 48</td>
<td><a href="mailto:agence-comptable@ens-paris-saclay.fr">agence-comptable@ens-paris-saclay.fr</a></td>
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<td>Bibliothèque</td>
<td>BIB Service</td>
<td>📍 Bâtiment Sud-Est ↗ 0B76</td>
<td>01 81 87 50 25</td>
<td><a href="mailto:biblio@ens-paris-saclay.fr">biblio@ens-paris-saclay.fr</a></td>
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<tr>
<td>DER biologie</td>
<td>BIO DER</td>
<td>📍 Bâtiment Nord ↗ 4U35</td>
<td>01 81 87 52 82</td>
<td><a href="mailto:secretariat.bio@ens-paris-saclay.fr">secretariat.bio@ens-paris-saclay.fr</a></td>
</tr>
<tr>
<td>Laboratoire de biologie et de pharmacologie appliquée</td>
<td>LBPA Laboratoire</td>
<td>📍 Bâtiment Nord ↗ 4U02b</td>
<td>01 81 87 53 03</td>
<td><a href="mailto:secretariat@lbpa.ens-cachan.fr">secretariat@lbpa.ens-cachan.fr</a></td>
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<tr>
<td>Département chimie</td>
<td>CHIMIE Département</td>
<td>📍 Bâtiment Nord ↗ 4U59</td>
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<td>Laboratoire de photophysique et photochimie supramoléculaires et macromoléculaires</td>
<td>PPSM Laboratoire</td>
<td>📍 Bâtiment Nord ↗ 4U59</td>
<td>01 81 87 56 02</td>
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<tr>
<td>Direction en appui à la recherche et à l’innovation</td>
<td>DARE&amp;I Service</td>
<td>📍 Bâtiment Est ↗ 3G82c</td>
<td>01 81 87 49 19</td>
<td>dare&amp;<a href="mailto:i@ens-paris-saclay.fr">i@ens-paris-saclay.fr</a></td>
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### Contacts
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<tr>
<th>Direction des affaires juridiques, institutionnelles et marchés publics</th>
<th>DAJIM</th>
<th>Service</th>
<th>Bâtiment Sud-Est 3E75</th>
<th>01 81 87 48 78</th>
<th>Affaires juridiques <a href="mailto:affaires.juridiques@ens-paris-saclay.fr">affaires.juridiques@ens-paris-saclay.fr</a> Marchés publics <a href="mailto:marches.hors.travaux@ens-paris-saclay.fr">marches.hors.travaux@ens-paris-saclay.fr</a></th>
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<tr>
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<td>Bâtiment Sud-Est 2E75</td>
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<td>Service des dépenses <a href="mailto:depenses@ens-paris-saclay.fr">depenses@ens-paris-saclay.fr</a></td>
</tr>
<tr>
<td>Direction de la scolarité et de la vie étudiante</td>
<td>DSVE</td>
<td>Service</td>
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<td>01 81 87 49 00</td>
<td><a href="mailto:dsve@ens-paris-saclay.fr">dsve@ens-paris-saclay.fr</a> <a href="mailto:logement@ens-paris-saclay.fr">logement@ens-paris-saclay.fr</a></td>
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<tr>
<td>Direction des systèmes d’information</td>
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<td>Service</td>
<td>Bâtiment Sud-Est 3A75</td>
<td>01 81 87 48 18</td>
<td>Gestion des normaliens élèves <a href="mailto:normaliens.eleves@ens-paris-saclay.fr">normaliens.eleves@ens-paris-saclay.fr</a> Gestion des enseignant-chercheurs et enseignants, des doctorants et post-doctorants contractuels <a href="mailto:enseignants.drh@ens-paris-saclay.fr">enseignants.drh@ens-paris-saclay.fr</a> Services d’accompagnement des RH <a href="mailto:accompagnement.drh@ens-paris-saclay.fr">accompagnement.drh@ens-paris-saclay.fr</a> <a href="mailto:recrutement.drh@ens-paris-saclay.fr">recrutement.drh@ens-paris-saclay.fr</a> <a href="mailto:formation.drh@ens-paris-saclay.fr">formation.drh@ens-paris-saclay.fr</a> <a href="mailto:concours.drh@ens-paris-saclay.fr">concours.drh@ens-paris-saclay.fr</a> <a href="mailto:actionsociale.drh@ens-paris-saclay.fr">actionsociale.drh@ens-paris-saclay.fr</a> <a href="mailto:relais.handicap@ens-paris-saclay.fr">relais.handicap@ens-paris-saclay.fr</a></td>
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<td>Département électronique, électrotechnique, automatique</td>
<td>EEA</td>
<td>Département</td>
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<td>01 81 87 55 55</td>
<td><a href="mailto:secretariat.eea@ens-paris-saclay.fr">secretariat.eea@ens-paris-saclay.fr</a></td>
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<td>Bâtiment Ouest 1E03</td>
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<td>DER design</td>
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<tr>
<td>Centre de recherche en design</td>
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<td><a href="mailto:secretariat.design@ens-paris-saclay.fr">secretariat.design@ens-paris-saclay.fr</a></td>
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<tr>
<td>DER génie civil et environnement</td>
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<td><a href="mailto:secretariat.dgc@ens-paris-saclay.fr">secretariat.dgc@ens-paris-saclay.fr</a></td>
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<td>DER génie mécanique</td>
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<tr>
<td>Laboratoire universitaire de recherche en production automatisée</td>
<td>LURPA</td>
<td>Laboratoire</td>
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## CONTACTS

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<tr>
<th>Laboratoire</th>
<th>Location</th>
<th>Phone</th>
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</tr>
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</table>
| **Groupe d’étude et de recherche permanent sur l’industrie et les salariés de l’automobile** | GERPISA Laboratoire  
Bâtiment Sud-Ouest  
3A28 | 01 81 87 53 80 |  |
| **DER informatique**      | INFO DER  
Bâtiment Nord  
1S57 | 01 81 87 54 53 | secretariat.info@ens-paris-saclay.fr |
| **Laboratoire méthodes formelles** | LMF Laboratoire  
Bâtiment Nord  
1S59 | 01 81 87 54 50 | lmf-contact@lsv.fr |
| **Institut d’Alembert**   | IDA Institut  
Bâtiment Nord  
3S18 | 01 81 87 52 94 |  |
| **Maison des sciences de l’homme Paris-Saclay** | MSH Institut  
Bâtiment Sud-Ouest  
2E02 | 01 81 87 52 95 | contact@msh-paris-saclay.fr |
| **Maison du doctorat**    | MD  
Bâtiment Ouest  
2P07b | 01 81 87 50 55 | direction.doctorat@universite-paris-saclay.fr |
| **DER mathématiques**    | MATHS DER  
Bâtiment Nord  
2S18 | 01 81 87 54 00 | secretariat.math@ens-paris-saclay.fr |
| **Centre Borelli**        | CB Laboratoire  
Bâtiment Nord  
2S18 | 01 81 87 54 01 | secretariat-borelli@ens-paris-saclay.fr |
| **DER physique**          | PHYS DER  
Bâtiment Nord  
3X70 | 01 81 87 55 76 | secretariat.phys@ens-paris-saclay.fr |
| **Lumière, matière et interfaces** | LUMIN Laboratoire  
Bâtiment Nord  
3S88 | 01 81 87 55 72 |  |
<table>
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<th>Présidence</th>
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<th>Présidence <a href="mailto:presidence@ens-paris-saclay.fr">presidence@ens-paris-saclay.fr</a></th>
<th>Direction générale des services <a href="mailto:dgs@ens-paris-saclay.fr">dgs@ens-paris-saclay.fr</a></th>
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<td>Scène de recherche</td>
<td>SDR</td>
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<tr>
<td>DER sciences humaines et sociales</td>
<td>SHS</td>
<td>Bâtiment Sud-Ouest</td>
<td>01 81 87 53 62</td>
<td><a href="mailto:secretariat.scsoc@ens-paris-saclay.fr">secretariat.scsoc@ens-paris-saclay.fr</a></td>
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<tr>
<td>Centre d’économie de l’ENS Paris-Saclay</td>
<td>CEPS</td>
<td>Bâtiment Sud-Ouest</td>
<td>01 81 87 53 30</td>
<td><a href="mailto:secretariat.ceps@ens-paris-saclay.fr">secretariat.ceps@ens-paris-saclay.fr</a></td>
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<tr>
<td>Institutions et dynamiques historiques de l’économie et de la société</td>
<td>IDHES</td>
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<td>Service concours</td>
<td>CONC</td>
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<tr>
<td>Service de médecine préventive</td>
<td>SMP</td>
<td>Bâtiment Est</td>
<td>01 81 87 49 89</td>
<td><a href="mailto:secretariat.medical@ens-paris-saclay.fr">secretariat.medical@ens-paris-saclay.fr</a></td>
<td>Psychologue <a href="mailto:rdv-psychologue@ens-paris-saclay.fr">rdv-psychologue@ens-paris-saclay.fr</a></td>
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**SCIENCES HUMAINES ET SOCIALES**
## CONTACTS

<table>
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<tr>
<th>Service de la formation continue</th>
<th>FC</th>
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<th>Bâtiment Sud-Est 1B71</th>
<th>01 81 87 48 98</th>
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<td>Service des relations internationales</td>
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<td><a href="mailto:ri@ens-paris-saclay.fr">ri@ens-paris-saclay.fr</a></td>
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<td><a href="mailto:sport@ens-paris-saclay.fr">sport@ens-paris-saclay.fr</a></td>
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<td>Système et applications des technologies de l’information et de l’énergie</td>
<td>SATIE</td>
<td>Laboratoire</td>
<td>Bâtiment Nord 2S70</td>
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## COLOPHON

Direction de l'ouvrage
Pierre-Paul Zalio

Suivi et relecture
Communication
ENS Paris-Saclay

Impression
Boudard

Traduction
Groupe Solten

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Jérôme Foubert

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École normale supérieure Paris-Saclay
4 avenue des sciences
91190 Gif-sur-Yvette

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