

# WELCOME AT MINES NANCY

GET PREPARED FOR YOUR STAY !

MINES nANCY



MINESnancy  
ARTEM



# MAKE YOUR INTEGRATION A SUCCESS !

THE TEACHERS, THE STAFF AND THE STUDENTS OF MINES NANCY ARE LOOKING FORWARD TO WELCOMING YOU. WE KNOW THAT STUDYING IN A FOREIGN COUNTRY MIGHT FEEL A BIT FRIGHTENING, YET VERY EXCITING. THEREFORE, EVERY YEAR, WE TRY TO WELCOME YOU IN THE BEST CONDITIONS. **WE WILL MAKE OUR BEST TO MAKE YOU FEEL AT HOME !**

These are the integration events organized for international students at the beginning of the year :

## AN INDUCTION PERIOD

organized by the students' union for all the new comers, to help you settle down.

## AN INTERNATIONAL INDUCTION WEEKEND

to get to know each other, to visit the region, etc.

## A BUDDY PROGRAMME


you will be paired with a French student. They will answer your questions and help you feel more comfortable.

## AN ORIENTATION WEEK

mandatory for international students, during which you will meet the staff, visit the school and get all practical information.

YOU WILL ALSO BE GIVEN **A FRENCH COURSE** TO MAKE YOU FEEL EVEN MORE AT EASE. **REMEDIAL COURSES IN MATHS, PHYSICS AND STATISTICS** WILL BE OFFERED IN ORDER TO STRENGTHEN YOUR KNOWLEDGE AND YOUR SKILLS.

See you soon !



## CONTACTS : GET IN TOUCH WITH THE SCHOOL

### INTERNATIONAL OFFICE :

The international office develops and maintains partnerships with foreign academic institutions and provides a wide range of support services to incoming and outgoing students and staff members.

**Contact them by mail or by e-mail :** [mines-nancy-dai@univ-lorraine.fr](mailto:mines-nancy-dai@univ-lorraine.fr)

Direction de l'Action Internationale (DAI)

Mines Nancy  
Campus Artem - BP 14 23492,  
rue du Sergent Blandan  
54042 Nancy cedex - FRANCE

**Opening hours :**  
Monday to Friday  
9.00 am to 12.00  
2.00 pm to 5.00pm

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### STUDENT LIFE : THE STUDENTS' UNION

The BDE (Bureau Des Elèves) is the students' union which will be able to answer the questions you may have concerning student life (sports, social events ...).

### SUMMER WELCOME :

During summer (until August 31st) one of our students will be pleased to welcome you.



# TRANSPORT : TRAVELLING GUIDE TO THE SCHOOL

## GETTING TO NANCY :

Most of our international incoming students land at Paris - Charles de Gaulle Airport (Roissy).

**The easiest way to get to Nancy from Charles de Gaulle airport is to take the TGV Est** (high speed train). You must go to the railway station located on Terminal 2, level 2 and take a train to Lorraine TGV station. It is compulsory to book your ticket (50 to 70€). When you arrive at Lorraine TGV station, take the shuttle to Nancy (10€).

You will find more information about booking, schedules and prices on this website:  
[www.ouisncf.com](http://www.ouisncf.com)

**Alternatively**, you can get a train to Nancy from Gare de l'Est station. There are several ways to get to this station:

**By RER :** Take the RER B from Charles de Gaulle Airport (direction «Robinson») and stop at «Gare du Nord». Then (using the same ticket), take the metro line 4 (direction «Mairie de Montrouge») or line 5 (direction «Place d'Italie») and Stop at «Gare de l'Est» station.

**By Bus :** Or take bus Noctilien (night buses) N140 or N143 (direction "Gare de l'Est") and stop at «Gare de l'Est» station. Once you are at the Gare de l'Est, take the TGV Est to Nancy.

## GETTING TO MINES NANCY :

Mines Nancy is located on the Campus ARTEM, Place de Padoue, 92 rue du Sergent Blandan. You can get there by bus or by tram :

**By tram:** Take tram 1 (towards Vandoeuvre CHU Brabois) from «Nancy Gare» and get off at « Campus ARTEM Blandan ».

**By bus :** Take bus n°11 (towards «Vandoeuvre Roberval») from «Tour Thiers Gare» bus station and stop at «ARTEM».



## HOUSING : FIND THE ACCOMODATION YOU ARE LOOKING FOR


### APPLYING FOR A CROUS HALL OF RESIDENCE :


Most of our international students decide to stay in a CROUS Hall of residence. It is the cheapest accommodation for students and it is usually close to the school.


**Exchange students :** you will receive information about an accommodation form from the International Office.

**Graduating students :** you will need to apply by April 30th, directly on the «CROUS Lorraine. **Website** : <https://www.messervices.etudiant.gouv.fr/envole/>

 **PLACIEUX** (about 1km - 15 minutes' walk)  
39 boulevard Maréchal Lyautey,  
54600 Villers-lès-Nancy

 **VELODROME** (about 1km - 15 minutes' walk and  
2-3 minutes by tramway) 4-6-8 rue Jacques  
Callot, 54500 Vandœuvre-lès-Nancy

 **MONPLAISIR** (a few minutes' walk + 2-3 »  
minutes by tramway) 5 rue Jacques Callot,  
54500 Vandœuvre-lès-Nancy

 **CHARMOIS** (about 750 mètres - 10 minutes'  
walk) 11 avenue du Charmois, 54500  
Vandœuvre-lès-Nancy

If you do not want to stay at a CROUS hall of residence, **there are many other possibilities (Students' House\*, private flat...)**, but they are more expensive and you will have to ask for a guarantee in France. Our Students' House or « Maison des Elèves » is located 11/13, rue du Président Schuman in Nancy. This Students' House depends on a private agency : Benedic - Ariane Immobilier. **For any requirement, please contact : + 33 (0)3.83.67.49.87 or [jfrancois@benedicsa.com](mailto:jfrancois@benedicsa.com)** In any case, paying a deposit and applying for a housing insurance is compulsory.

### HOUSING BENEFIT :

Every student living in France can apply for housing benefit to the **Caisse d'Allocation Familiale (CAF)**. However, the eligibility for this financial aid depends on some criteria such as the applicant's rent and resources. You can apply for housing benefit on the CAF website. You just need to fill in the online form "**Faire une demande de prestation**" and send/hand it to the CAF with the required documents. Important: the flat/room must be rented under the applicant's name.

**For more information, please contact the CAF :**

- 21 Rue St Lambert, 54 000 NANCY
- +33 (0)810 25 54 10
- [www.caf.fr](http://www.caf.fr)
- Opening hours: from Monday to Friday - 9.00 am to 4.00 pm



# BANKING

## HOW TO OPEN A BANK ACCOUNT ?

**Important : international students must prove that they have sufficient means of support (at least 650€/month) for the duration of their stay in France. (One of the requirements to get your visa)**

Every student who spends more than 3 months in France will need to open a bank account. We advise you to contact your bank in your home country to ask whether it has any agreement with French banking network, as it will be easier for you regarding your bank operations.

### OPENING A BANK ACCOUNT WILL ALLOW YOU TO :

- get means of payment: chequebook, credit card and bank account details like IBAN
- pay for your day to day purchase
- receive bank statements to keep track of your expenses
- receive payments (ex: scholarships, National Insurance refunds, housing benefits...)

### USUALLY THE REQUIRED DOCUMENTS TO OPEN A BANK ACCOUNT ARE :

- a valid ID card or passport (with a proof of your visa for non-Europeans citizens)
- an original proof of residence in France (ex: tenancy agreement, an electricity or gas bill, your notification of accommodation delivered by the CROUS...) dating back less than 3 months
- a copy of your letter of admission to Mines Nancy

## WHAT MONTHLY BUDGET SHOULD I PLAN ?

### PLANNING YOUR BUDGET BEFORE ARRIVING IS ESSENTIAL

Please find below a breakdown of the essential living costs for a student in Nancy :

- accommodation: 150€ - 400€ (depending on type and location)
- Food : about 200€/Month
- a monthly bus ticket 20€ or 30€ (according to your age) - (a single bus ticket: 1,50€)
- a cinema ticket (student rate): 5,40€ - 8,50€
- housing insurance (for one year): about 50€
- a full meal in one of the Crous university restaurants: 4€
- additional healthcare cover (optional but highly recommended) : about 10€ to 40€/month

The above figures are given as a rough guide as the amount you actually spend will depend on your personal lifestyle !

# ADMINISTRATIVE ISSUES : ENROLL AT MINES NANCY 1/2

## ERASMUS STUDENTS


- Your Scholarship certificate
- Your Erasmus certificate (issued by your home university)
- Your European Health Insurance Card (mandatory)
- Your student card (issued by your home university)
- 1 identity photograph
- A civil-liability insurance certificate (we advise you to buy one when you are in France)
- A copy of your passport or ID card

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## NON EUROPEAN EXCHANGE STUDENTS

- Your Scholarship certificate (CAPES, EGIDE, etc)
- **If you stay less than 3 months**, you will need to buy in your home country a private health insurance for the length of your stay. You should be able to give a certificate indicating that health expenses will be covered while in France.
- **If you stay more than 3 months**, you will have to register for the National French Health Insurance (*see p.9*) (Sécurité Sociale Etudiante). Canadian students must complete a form SE 401-Q-106 to be exempted from the National French Health Insurance fees.
- Your student card (issued by your home university)
- 1 identity photograph
- A civil-liability insurance certificate
- Your birth certificate (+ certified translation if it is neither in French nor in English)
- A copy of your passport + visa (*more information about your visa page 8*)

**PLEASE NOTE THAT THE ORIGINAL DOCUMENTS ARE REQUIRED.**



# ADMINISTRATIVE ISSUES : ENROLL AT MINES NANCY 2/2

## GRADUATING STUDENTS

- Your original grade transcripts from your home university
- Certified copies of your diplomas (+ certified translations if they are neither in French nor in English)
- Your birth certificate (+ certified translations if it is neither in French nor in English)
- Identity photograph
- A civil-liability insurance certificate (we advise you to buy one when you are in France)
- A copy of your passport or ID card (+ visa for non-European students)

**You will have to pay for Academic fees** : depending on your programme

**Except for students admitted to Mines Nancy in the framework of a bilateral agreement** : Around €90\* for French compulsory student fees (by cash, by cheque or visa card)

**PLEASE NOTE THAT THE ORIGINAL DOCUMENTS ARE REQUIRED.**

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**VISA VALIDATION** : you have to do it as soon as possible after your arrival in France

In the 3 months following your arrival in France you MUST validate your VLS-TS. If you have not done this within the time limit, you will no longer be a legal resident on French territory and, consequently, you will not be able to cross the border of the Schengen area again !

The process is now completely dematerialized. To start the procedure of validation of your visa, go to the following portal:

[www.administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/](http://www.administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/)

You will need :

- the information on your visa
- to communicate your date of entry in France
- your address of residence in France
- a bank card to pay online the fee for issuing the residence permit or an electronic stamp corresponding to your situation, which you can obtain in a tobacconist's shop after checking the amount of the tax.

Depending on the reason for your stay, you will be summoned to complete additional formalities, undergo a medical examination and/or sign a republican integration contract.





**HEALTH &  
INSURANCE :  
STAY HEALTHY,  
GET INSURED**

## HEALTH & INSURANCE ISSUES

### BEFORE YOU GET TO NANCY

**Non-European students :** if you attend French summer courses, you must buy health insurance in your country to be covered for your medical expenses between your arrival and September 30th.

**European students :** you must request a European Health Insurance Card (EHIC). Please contact your local health authority for details and application.

### ONCE YOU ARRIVE IN NANCY

**Non-European students :** you will have to register to the French National Health Insurance (<http://www.etudiant-etranger.ameli.fr>). You will be covered from October 1st to September 30th. More information on **this video**.

Each student enrolled at Mines Nancy has access to a **university health center** offering a variety of health care services. For more information, please contact the « Service Universitaire de Médecine Préventive et de Promotion de la Santé » (SUMPPS), also known as « **Santé U** ».

**Santé U :**

- Rond-Point du Vélodrome :  
6, rue Jacques-Callot, 54500  
VANDOEUVRE
- + 33 (0)3 83 68 52 00
- [www.sumpps.u-nancy.fr](http://www.sumpps.u-nancy.fr)

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### FURTHER INFORMATION

#### G.P (General Practitioner)

Please also note that, whether you are a European student (holder of an EHIC) or a non-European student (registered to the French National health insurance), you will only be covered for part of your medical expenses. To be entirely covered, you can take an additional healthcare cover.

In France, it is compulsory to fill in the «déclaration de choix du médecin traitant» once you have chosen a G.P (General Practitioner), otherwise you will not be fully refunded.

## LIFESTYLE

NANCY IS A LOVELY TOWN, WHICH IS WORTH BEING VISITED. **THE SCHOOL IS NOT FAR FROM THE CITY CENTER**, SO YOU WILL RAPIDLY DISCOVER ALL ITS RICHNESS. YOU WILL FIND BELOW THE REASONS WHY YOU WILL LOVE NANCY.

### A DYNAMIC CITY

There are around 40 000 students in Nancy. Therefore, many facilities and activities are dedicated to students, all around the town. Nancy is a place where people are easy-going, warm and enthusiastic. You will find all information you are looking for at the tourist office, which is located Place Stanislas or by visiting its website : [www.nancy-tourisme.fr](http://www.nancy-tourisme.fr)

### LIFESTYLE AT MINES NANCY

Since September 2012, Mines Nancy has moved to ARTEM Campus, an alliance between Mines Nancy (Graduate School of Engineering), ICN Business School (School of Management) and Nancy School of Arts and Design. The very dynamic associative life at Mines Nancy is part of the school's identity. If you want to participate in Mines Nancy campus life, **you can contact the Students' Union (BDE)**. The BDE supervises many student associations among which the BDA and the BDS. With more than 60 different associations, the BDE aims at making student life meaningful and exciting.



**You can take part in the BDA and show your talent** : music, theatre and singing etc. If your interest lies in sport, do not hesitate to take part of the BDS: rugby, sailing, climbing, badminton etc. You will be involved in a team and participate in competitions, tournaments (for example the Cartel des Mines).

### CULTURE

The artistic movement Art Nouveau flourished in Nancy and across Europe from the late 19th century, its influence is particularly visible in Nancy architecture. Nowadays, the cultural offer is still very rich and varied. Indeed, you will have the opportunity to visit many museums, discover touristic itineraries or attend cultural exhibitions and events.



Visiting these places is usually affordable and students can receive preferential rates

### SPORTS

There are plenty of sports on offer in Nancy. The town counts about 250 sport clubs and many sport facilities (swimming pools, gymnasiums, weights rooms...) The easiest way to do a sport is to become a member of the SUAPS (the local association dedicated to students)



**For further information:**

**SUAP:**

**+33 (0)3 83 96 53 23 • [www.suap.univ-lorraine.fr](http://www.suap.univ-lorraine.fr)**

# SEE YOU SOON AT MINES NANCY !

GET PREPARED FOR YOUR STAY !



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