

# International students handbook

2024-2025



**amU**  
Aix Marseille Université

# Preamble

This book is a real tool designed to help you with your first steps installation in France. You will also find all the administrative and practical information about Aix Marseille Université.

## How to use your handbook?

**Highlight it,**

*take notes,*

mark pages,

check off the steps you've completed on the checklist,

stick on post-it notes...

This handbook is your guide throughout your stay at the university!

## QR Codes

Scan the QR Codes using your cell phone's camera. You can also download a QR codes application if your camera doesn't let you. These QR codes will lead you to the desired website(s) for more information.



### Good to know

You can find The International Student Welcome Team advices in the "Good to know" bubbles.

## Stickers

Personalize your computer, your cell phone... with stickers (p. 39). Use your imagination and share it with us at @univ-amu on instagram!

## Postcards

Let your friends and family know how you're doing with detachable postcards (p. 41).

# Welcome to Aix Marseille Université

## Bienvenue en France Label

Aix Marseille Université is the largest Francophone university in the world, with over 80,000 students, including around 12,000 international students. Firmly anchored in its region, its 17 faculties, schools and institutes are located in 9 major cities in the South of France. Its 5 main campuses are concentrated in the cities of Aix-en-Provence and Marseille, which have the highest concentration of students!



## The university in the region

**+80 000** students

including

**+12 000** international students

**150** student associations

**12** doctoral schools

**20** interdisciplinary institutes

**1** European Civic University (CIVIS)

**1** City of Innovation and Knowledge Aix-Marseille (CISAM)

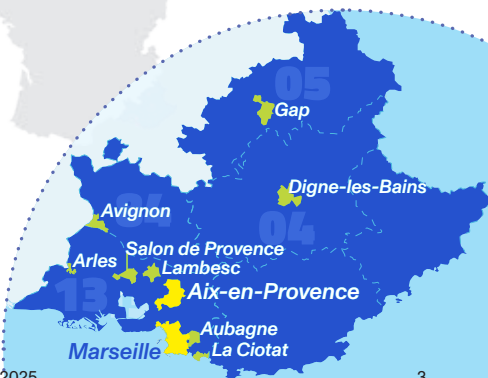
**122** research organizations

**1** permanent IDEX

**5** large campuses

**17** components

**54** locations



# Table of contents

Preamble _____	2
Welcome to Aix Marseille Université ____	3

## A word from ou President 5

## Settlement procedures in France and at the university 7

Obtain your residence permit _____	8
Join Aix Marseille Université _____	9
<input type="checkbox"/> Step n°1 : CVEC payment	
<input type="checkbox"/> Step n°2 : Administrative registration (IA)	
<input type="checkbox"/> Step n°3 : Activate your digital workspace (ENT)	
<input type="checkbox"/> Step n°4 : The student card	
<input type="checkbox"/> Step n°5 : Pedagogical registration (IP)	
Find accommodation _____	12
<input type="checkbox"/> Step n°1 : Do your research	
<input type="checkbox"/> Step n°2 : Put together your renting file	
<input type="checkbox"/> Step n°3 : Take out home insurance	
<input type="checkbox"/> Step n°4 : Sign your renting file	
<input type="checkbox"/> Step n°5 : Activate your housing aids	
Open a bank account _____	15
Make sure you are covered for health care	16
Put together your administrative file ____	18

## AMU student life 19

Be accompanied, guided and supported_	20
Meet the international student welcome team	
Meet the pedagogical teams and your administrative contacts	

Be supported in case of disability or get involved in an association with the Bureau de la Vie Étudiante (BVE)

Build your studies and professional projects with the Service Universitaire d'Insertion et d'Orientation (SUIO)

Take care of your health with the university student health service (SSE)

Be listened by the service for respect and equality (SPRE)

Contact the CROUS social service

## Develop your skills and participate in activities at AMU \_\_\_\_\_ 24

Learn french with the GOFLUENT platform and the Service Universitaire des Langues (SUL)

Participate in cultural activities with the culture and society department (DCS)

Play sport with the university physical and sports activities department (SUAPS)

Become a student entrepreneur with PÉPITE Provence


Get involved with the Direction du Développement Durable (DDD)

Go abroad with the international relations department (DRI)

Review and prepare for your exams at the university libraries (BU)

## Life in the region 27

Adapt your wardrobe _____	28
Shop for grocery _____	29
Subscribe to daily transport _____	30
Integrate the region professionally _____	31
Discover and enjoy the region _____	33
Look after your safety _____	35
Directory of useful contacts	



A word  
from our  
President



Dear student,

On behalf of our university and all its members, I would like to welcome you. You are one of the almost 12,000 international students who choose to study at Aix Marseille Université every year, and we are delighted to welcome you within our vibrant university community.

Your decision to join our university is proof of your interest in an institution that is open to the world and internationally recognised for the quality of its courses. Rated three stars in the *Bienvenue en France* label, our university and its teams offer you the warmest welcome and the best conditions for your studies, in terms of infrastructure, teaching quality and support.


You are committing to an intense intercultural experience that will offer you much more than just academic knowledge. The road ahead is full of new perspectives and valuable encounters. It's a unique opportunity to build bridges by breaking down cultural, linguistic and social barriers, and to contribute to a more caring and respectful world. By opening up to others, you help to cultivate the fundamental values of tolerance and mutual respect.

AMU is guided by an ambitious social and solidarity-based vision. We strive to create an environment in which everyone can flourish and succeed. With 150 associations, 60 libraries including 17 university libraries, more than 80 sports disciplines and numerous cultural events, you are joining a university on the move! We encourage you to take advantage of these assets and get involved in the many clubs and organisations on campus. It's a great way to make new connections, explore your interests and make the most of your years with us.

You'll discover a land of unparalleled richness and energy, and no doubt you'll grow from this experience.

This guide will help you familiarise yourself with your university and your new surroundings. Don't hesitate to contact our teams: they will be happy to help you. We wish you a memorable and successful time at Aix Marseille Université!

**Éric Berton,**  
President of Aix Marseille Université



# Settlement procedures in France and at the university

# Obtain your residence permit

You've been accepted at Aix Marseille Université and you've arrived in France - that's great news! We wish you a warm welcome. From now on, you must ensure that your immigration status in France is in order. Here are a few key steps not to be missed.

## Case 1 : You are a national of a European Union member state

You do not have to take any migratory steps when you arrive in France.

## Case 2 : You hold a Visa D with the mention «carte de séjour à solliciter à l'arrivée en France» (residence permit to be applied for upon arrival in France)

Within two months of your arrival in France, you must apply for a residence permit from the prefecture of your place of residence.

To do so, you'll need a photo taken by a professional photographer or in a photo booth officially approved by ANTS (Agence nationale des titres sécurisés). Once uploaded, don't forget to take note of the 13-digit code given to you. You'll be asked for it later.

## Case 3 : You have a Long-Stay Visa equivalent to a residence permit (VLS-TS)

You must validate your visa online no later than 3 months after your arrival date in France

What do you need to validate your VLS-TS?

- A valid **email address**
- The **information** on your visa
- Your **date of arrival** in France
- Your **residential address** in France
- A payment card to **pay the tourist tax** online

What's next?

- E-mail 1: Once you have completed the online procedure, you will receive a first email with your **login details** to access your personal space and obtain a confirmation of the validation of your VLS-TS.
- E-mail 2: You will receive a second confirmation email with a **downloadable attachment** summarising the information you have filled in online.

Take care of your formalities on the government website:



Got a question? Visit our FAQ's page:



### Good to know

If you do not have a bank card, you can buy an electronic stamp at a tobacco shop and pay in cash.



# Join Aix Marseille Université

Once you have completed the next 5 steps, you will officially become an AMU student and can begin your studies with complete peace of mind.

## Step n°1 : CVEC payment

Every student must pay the CVEC, the Contribution de Vie Etudiante et de Campus before enrolling at university. As you will see, this tax helps finance many services and activities that you can of course access to!

Go to My Services website:



1. Create an account on the Mes services website:

2. Pay the 100 euros by bank card

3. Download your CVEC «certificate of payment» from your account

You can be **exempted** from paying the CVEC if you are:

- A refugee
- Beneficiary of subsidiary or temporary protection
- Asylum seeker with the right to remain in the country
- Grant holder or beneficiary of an annual allowance granted in the framework of specific annual aid

### Good to know

Please note that even if you are exempted, you must obtain and submit your "Certificate of exemption".

## □ Step n°2 : Administrative registration (IA)

The administrative registration (IA) is a compulsory step. It is the moment when you pay your registration fees and become officially a student of the university. It is only once your administrative registration is finalized that you receive your student card. Administrative registrations can be made online or at the schooling desk of your faculty.

### Good to know

For a better functioning of the system, use the Mozilla Firefox browser. The service does not work on tablets and smartphones.

To complete your administrative registration you must:

### 1. Check the opening dates for administrative registration specific to your faculty.

Online administrative registration generally opens from the end of June to mid-July and from the end of August to mid-September.

### 2. Fill in your connection ID

- Students admitted via **Etudes en France**: your login (EF+6 digits) will be sent to you by email as soon as registration is possible. Your password will be your date of birth in ddmmyyyy format
- Students admitted via **eCandidat**: your login is the same as your file number
- Students admitted via **MonMaster**: your login is available on the government's platform under "Mes candidatures".

In case of difficulties, you can contact: [deve-assistance@univ-amu.fr](mailto:deve-assistance@univ-amu.fr)

### 3. Fill in your application form

Fill in your application form online and upload the required supporting documents.

### 4. Take out civil liability

You are legally obliged to take out civil liability insurance. Check with several companies to find the insurance that's right for you.

### 5. Pay the registration fees

Pay the registration fees online by bank card. You will then receive two emails with your student account login, password and a list of documents to download with information specific to your course.

If you do not have a bank card yet, you can:

- > Make a **bank transfer** if the amount is higher than 300 € indicating your student number. Please note to provide the schooling service with the proof of payment
- > **Pay in cash** at the Accounting Agency (AC), once you arrive in France. If the amount is less than 300 € and if no other method of payment is possible.

The payment of differentiated tuition fees applies to all non-EU students enrolled at a university in France.

To find out how to apply for exemption consult the page:



### ☐ Step n°3 : Activate your digital workspace (ENT)

Once you have registered online, you will receive an email with the procedure for activating your digital workspace (ENT) and your student account. The ENT will give you access to the online educational platform AMeTICE, your timetable, the exams calendar, your grades, the online internship platform, etc.

### ☐ Step n°4 : The student card

More than a student card, a real identity card, it will be given to you by the schooling desk at the end of your administrative registration and will allow you to:

- **Pay for your meals** and drinks in CROUS restaurants and cafeterias using the IZLY online payment system
- Access the various services offered by the **university libraries** (BU): online resources, lending of books, use of computer stations, photocopying and printing
- Register and practice **sports activities** at the SUAPS
- Benefit from a maximum number of **good deals** with numerous cultural partners in the region



In case of loss, the renewal of the student card costs 10 euros. For any problem with your card, contact: [izly.contact@crous-aix-marseille.fr](mailto:izly.contact@crous-aix-marseille.fr)

### ☐ Step n°5 : Pedagogical registration (IP)

Once your administrative registration is completed, you must then proceed to your pedagogical registration. This step is mandatory and will allow you to define your optional courses and then to register to the tutorials classes and practical work groups. **It is compulsory to register for exams.**

The IP is done either in person at your enrolment service or online via IPWEB.

#### Good to know

Contact the schooling desk of your faculty to find out more about registration procedures:



#### Good to know

At the beginning of the semester, response times may be extended, don't hesitate to consult our FAQ's.

# Find accommodation

Looking for accommodation is not an easy task and can take time. If you haven't found your accommodation before arriving in France, there are several ways to help you in your search.

## □ Step n°1 : Do your research

### Studapart platform : Aix Marseille Université's partner

On the online platform Studapart you will find hundreds of exclusive offers (studios, shared flats, student residences, etc.) and will be able to benefit from personalised assistance with your search. The advantages of the platform: Studapart provides guarantees for you and that for the whole duration of your rental in France.

Connect to the Studapart platform:



### Student residences

You can try your luck at the CROUS and apply for accommodation in one of the region's university residences.

**Reserved exclusively for international Master's level students**, places are very limited. It's essential not to rely solely on CROUS, and to broaden your search as soon as possible to include accommodation in the private sector.

Finding a CROUS accommodation



Although more expensive than CROUS rooms, **private student residences** are still very affordable and offer many advantages: communal living, furnished rooms, internet, laundry facilities, gym, etc. Many of these residences are listed on the **Studapart** platform.

### Good to know

Sometimes, students publish flatshare offers on Facebook! Do not hesitate to consult the pages dedicated to housing.

### Private real estate

Aix Marseille Université has also listed a large number of websites dedicated to finding accommodation, go directly to the university website.

### In case of emergency

If you don't know where to stay that evening and are in an emergency situation, please contact the CROUS Aix-Marseille Avignon the CROUS Aix-Marseille Avignon social service: [service.social@crous-aix-marseille.fr](mailto:service.social@crous-aix-marseille.fr)  
04 42 91 30 20

You can also make an appointment directly.

I contact the CROUS Social Service



## Step n°2 : Put together your renting file

When you're interested in a property, you need to submit a rental application to the property manager or owner, indicating your wish to become a tenant. To compile your rental file you will need the following supporting documents:

- Valid **proof of identity**,
- Proof of student status**,
- Proof of income (CAF certificate or simulation, scholarship notice of grant attribution),
- Proof of financial support** from parents or guarantors.

### How to find a guarantor?

#### Option 1 : A natural person

A guarantor undertakes to pay your rent if you are no longer able to do so. You will need to include his **proof of identity and last three pay slips** and tax form in your application.

#### Option 2 : The French government

If you are between 18 and 30 years old, you can subscribe to the **VISALE** rental deposit set up by the Action Logement group.

#### Option 3 : A legal person (company)

If you are not able to subscribe to options 1 or 2, you can subscribe to the guarantee of Garantme. This is a paying service. **Garantme** is not currently accepted by CROUS.

## Step n°3 : Take out home insurance

Whatever type of accommodation you choose, you are legally obliged to take out home insurance covering at least water damage and fire.

Check with several companies to find the insurance coverage that's right for you in terms of price and coverage.

### Attention

The list may vary according to the requirements of the landlord.

### Good to know

Check out the government's website to help you put together a quality rental file and/or be in contact with a counselor:  
contact@dossierfacile.fr

### Good to know

A guarantor is a person who guarantees to pay your rent if you are no longer able to do so. You will need to include the guarantor's ID and proof of income in your application.

Visit the VISALE website:



Visit the Garantme website:



### Good to know

Make sure to take out a home insurance that covers your entire lease.

To find out about insurance procedures, visit:



## □ Step n°4 : Sign your renting file

Have you finally found your home? Congratulations! You can now make an appointment with the landlord, take an inventory of fixtures and sign the lease. This document defines the conditions of occupation of the accommodation:

- **The amount of rent and charges** (fixed monthly costs including cold water and maintenance of common areas).
- **The amount of the security deposit:** one month's rent in addition to the first month's rent to cover any damage you may make to the accommodation. This amount will be refunded to you in full when you leave, after the inventory of fixtures and if you return the accommodation in its original condition.
- **The length of the notice of leaving** (approximately 1 month in advance): this is the period within which you must notify your landlord of your departure by registered letter with acknowledgement of receipt.

Before signing the inventory of fixtures, make sure that you have examined all the rooms without exception and noted all the details that caught your attention. This same document will be used by your landlord as a basis for the inventory of fixtures at the end of your stay, and may therefore influence whether or not your deposit is refunded.

## □ Step n°5 : Activate your housing aids

The *Aide Personnalisée au Logement* (APL) is a financial aid granted under certain conditions **to help the recipient pay the rent**. As a student you can apply for the APL from the *Caisse d'Allocation Familiale* (CAF)

To activate the APL, you'll need to register with Social Security beforehand. Go to p. 16 for more information.



To find out if you are eligible, do the online simulation!



Do you want to know if you are eligible for additional aids? Visit our FAQ's:



# Open a bank account

As a foreign student living in France, you are entitled to open a bank account. This is not compulsory, but strongly recommended. You can choose to use the account and bank card of your home country, but we advise you to check the terms of your account with your bank beforehand, to avoid any inconvenience, such as paying additional fees for transactions from abroad.

## Why open a bank account in France?

In addition to **securing your cash** in a deposit box and making it **easier to pay for your purchases**, your RIB will make your day-to-day life easier. You'll be able to:

- **Pay your bills!** Don't forget that you can set up permanent automatic transfers to pay your subscriptions (electricity, internet, insurance, leisure...).
- Have your **healthcare costs reimbursed** automatically.
- **Receive your housing aid** (*Aides Personnalisées au Logement*) once your CAF file has been completed.
- Use your **bank statements as proof of payment of benefits** in France when renewing your residency.

Be careful, and don't hesitate to compare the terms and conditions of several banks to choose the offer that suits you best. Some services may vary significantly from one bank to another.

## Wondering how to open a bank account in France?

All you need to do is Make an appointment with a bank advisor near you. You'll be given a French bank card, a checkbook and a bank account identification number (RIB).

## What supporting documents do you need to provide?

- A valid identity document
- Proof of address
- Proof of school registration or student card

# Make sure you are covered for health care



Obtaining an EHIC or register to the Social Security system

To be reimbursed for treatment in France, you can present your EHIC or carte vitale.

## Case 1 :

**You are a student with the nationality of**

- a European country,
- Iceland,
- Lichtenstein,
- Norway or
- Switzerland

You are already in possession of a European Health Insurance Card (which must be obtained from your country of origin), so you don't have to register with the Social Security system. **You are reimbursed for your healthcare costs under the same conditions as if you were in your home country.**

## Cas 2 :

**You are a student**

- from outside Europe or
- European country and do not have an EHIC

The French healthcare system, known as Sécurité Sociale, gives everyone access to high-quality healthcare. Joining the Sécurité Sociale is compulsory, and **means you will be reimbursed for up to 70% of your healthcare costs.**

## How do I register for social security?

1. Register online
2. Submit required supporting documents
3. Creation of a personal account on the ameli.fr website. which will provide you with a provisional social security number then your carte vitale.

## What supporting documents do I need to provide?

- Proof of registration for the current academic year
- Valid proof of identity
- Student Visa

Log on to the Ameli platform to join the social security system:





- Proof of civil status (full copy of birth certificate OR family record book OR marriage certificate)
- Residence permit
- Relevé d'Identité Bancaire (RIB) from your French bank account

4. Once registered, you can go to the Doctolib platform and book an appointment online with a general practitioner. During this first appointment, you can ask this doctor to become your general practitioner and he or she will be able to declare this online. A consultation with a doctor usually costs €25, but the cost can vary from one doctor to another.

Visit the Doctolib website to make your medical appointments



### **Subscribe to a health insurance plan**

To optimize your healthcare reimbursements, we recommend that you take out complementary health insurance (or “mutuelle”), which can cover the remaining 30% of healthcare costs not covered by social security or the EHIC. This is not compulsory, but strongly recommended.

#### **Good to know**

If you choose our partner Heyme, don't forget to enter the code 13AMU, which will give you 10% discount!



# Put together your administrative file

When you meet with the various organizations and university departments, make sure you bring all the necessary documents and certificates. Most of the time, the same documents are requested. Getting organized beforehand will save you time and enable you to start the process quickly on the big day.

Let's take a look at the list of **essential documents** for your administrative file:

- RIB:** bank details
- Proof of address:** electricity bill or internet bill
- Proof of civil status:** full copy of birth certificate or family record book, marriage certificate
- Proof of student status:** student card, valid school certificate
- Proof of identity:** front/back identity card, passport, residence permit
- Proof of income:** CAF simulation/attestation, attestation of irrevocable transfer, notice of grant attribution...)
- Social security number:** found on the attestation, the document can be downloaded from your personal space on Ameli.fr

## Tips:

- Make a copy of all documents and keep the originals.
- Keep a copy of all documents in digital, .pdf format and keep them accessible on your computer or cell phone.
- Make sure you have easy access to your e-mail account. For security reasons, organizations often send confirmations by e-mail.

## Do you have questions?

The International Student Welcome Team is there to guide you!



The graphic features a white rectangular box containing the text 'AMU student life'. The background is composed of several overlapping geometric shapes: a light blue vertical bar on the left, a yellow rectangle at the top, a purple rectangle below it, a light blue rectangle at the bottom left, and a dark blue rectangle at the bottom right. There are also two orange-red rectangles on the right side. A yellow rectangle with a fine dot pattern is positioned below the purple rectangle, and a light blue rectangle with a fine dot pattern is positioned below the dark blue rectangle.

# AMU student life

# Be accompanied, guided and supported

You're now enrolled at university and you've managed to complete all the necessary steps you need to take to get settled. Congratulations! All the teams at Aix Marseille Université are available to answer your questions and support you throughout your time with us. Don't forget to download the Inst'AMU application on Google Play or the App Store on your phone! It will give you access to your file, help you find your way around campus and keep you up to date with all the latest news from your university.

We hope that this guide will answer most of your questions, and will help you throughout this pivotal first year. We'll be happy to answer any questions you may have on the HelpDesk:



Don't hesitate to ask your questions!

## Meet the international student welcome team

Attached to our university's International Relations Department, our team is made up of 4 people:



**Emilie,**  
International Student Welcome Manager

*"I'm there to make sure that the welcome services we deploy meet your needs, I can also intervene in the event of a major difficulty. My motto? Every moment is a new opportunity to be seized."*



**Adelina,**  
Coordinator of the International Student Welcome in Marseille

*"As the main contact for the prefectures, I'm here to help you with any questions you may have about your residence permit. I am also in charge of the integration events we organize throughout the year, which I encourage you to attend!"*



**Andrea,**  
Coordinator of the International Student Welcome in Aix-en-Provence

*"Searching an accommodation can sometimes be difficult, but I'm here to guide you to the appropriate sites and help you with the steps to take."*



**Suzy,**  
Coordinator of the International Student Welcome in Aix-en-Provence

*"I help set up the welcome desks and am responsible for recruiting and training the part-time students who are also on hand to help you at the start of the new school year."*

## What services do we offer?

### Welcome desks

- > Campus Marseille Saint-Charles from August 29 to September 13 at Espace Pouillon
- > Campus Aix-Schuman from September 16 to 27 at Le Cube.

### Personalized appointments

- > Campus Marseille Saint-Charles from September 16 to 27 at the DRI Campus office
- > Campus Aix-Schuman from September 09 to 13 and from September 30 to October 04

### AMU PREP'DAYS conferences:

Our pre-departure conferences are a mine of additional information and remain available for replay on YouTube.



- **Integration activities:** throughout the year, we organize activities to help you get to know each other and our region.
- **The Buddy System:** This free system will enable you to get in touch with an AMU student so that he or she can show you around the university, the local culture and even help you perfect your French!
- ... and coming soon to your campuses: **the Welcome desk in the student house!**

AUG.	SEPT.
Th 1	Su 1
F 2	M 2
Sa 3	Tu 3
Su 4	W 4
M 5	Th 5
Tu 6	F 6
W 7	Sa 7
Th 8	Su 8
F 9	M 9
Sa 10	Tu 10
Su 11	W 11
M 12	Th 12
Tu 6	F 13
W 14	Sa 14
Th 15	Su 15
F 16	M 16
Sa 17	Tu 17
Su 18	W 18
M 19	Th 19
Tu 6	F 20
W 21	Sa 21
Th 22	Su 22
F 23	M 23
Sa 24	Tu 24
Su 25	W 25
M 26	Th 26
Tu 27	F 27
W 28	Sa 28
Th 29	Su 29
F 30	M 30
Sa 31	

Find out more about our welcome services:



## Meet the pedagogical teams and your administrative contacts

Your teachers, and more particularly the “IR referent”, are your main day-to-day contacts. Don't hesitate to share your doubts and questions with them, they'll be able to guide you.

The schooling desks are also there to help you throughout the year with administrative questions related to your studies. Administrative and pedagogical registration, tutorials, transcripts, diplomas... Don't hesitate to contact the schooling desk directly on campus at your faculty.

Find the list of contacts here:



## Be supported in case of disability or get involved in an association with the Bureau de la Vie Étudiante (BVE)

Other services are there to help you and answer your questions. The main objective of a student life office (BVE) is to promote and develop all the student activities for which they qualify eligible.

In order to guarantee access for all, The BVE has set up **Mission Handicap**. Its role? To accompany you and enable you to take advantage of all the university's services, which we will help you discover, whatever your disability situation (physical, sensory or psychological, dyslexia or any other long-term disabling health condition).

*The Bureau de la Vie Étudiante* is also responsible for listing all **student associations** and helping them to grow. Joining a student association can allow you to meet other people who share your interests, work on missions that are important to you, But also enhance your resume and open doors to future professional experiences.

To benefit from measures adapted to your profile, scan the QR code and contact the Mission Handicap service on your campus:



There are more than 160 student associations at our university. You are bound to find one that suits you:

## Build your studies and professional projects with the Service Universitaire d'Insertion et d'Orientation (SUIO)

The Service Universitaire d'Insertion et Orientation (SUIO) team is here to help you build your study project based on your personal goals and motivations.

The team can also help you draw up your career plan and find the right company for an internship, work-study program or first job. The SUIO can enable you to identify and develop your skills, while acquiring the internship and job search methods you'll need through CV and cover letter writing workshops, and mock interviews.

Do you have a question? Contact them:



## Take care of your health with the university student health service (SSE)

You are now far from your loved ones but you can count on the SSE to take care of you. As an AMU student, you can benefit from **medical consultations** and various services ranging from psychology consultations to sophrology sessions, oral and dental screening...

### Are you a **student from outside Europe**?

The SSE will contact you after your arrival to book a medical appointment on your campus. The purpose of this consultation is to give you a general health check-up and to show you the results of the chest X-ray you need to do. If you have already had this done in your home country less than three months before arriving in France, you can present the results translated by a sworn translator.

If you haven't already done so, you can make an appointment at one of the Centres de Lutte Anti Tuberculeuse (CLAT).

The consultation is free.

You can make an appointment by telephone on 04 13 55 00 07 or directly via your ENT!

Centres de Lutte Anti Tuberculeuse (CLAT)



## Be listened by the service for respect and equality (SPRE)

As well as for your health, our university looks after your well-being throughout your course. Aix Marseille Université is the first university in France to have created a **service dedicated to listening**, prevention and support for witnesses and, of course, the victims of violence, harassment and discrimination.

Qualified professionals are at your service. Do not hesitate to contact them if you need it, in French or English! Your exchanges will remain confidential.

04 13 550 550  
respect-egalite@univ-amu.fr

## Contact the CROUS social service

The Aix-Marseille Avignon CROUS is at your disposal to inform you of the assistance to which you may be entitled, and to advise you on the steps to take. They can also help you if you face any difficulties in your student life (psychosocial, family, financial, administrative, etc.). Their mission? To help improve living and working conditions for students.



# Develop your skills and participate in activities at AMU

Classes are important, but there is more to student life than that! Our university values the activities you do outside your studies, thanks to a bonus system! You'll meet new people, have fun, develop your skills and add value to your CV, while earning up to 0.5 point per semester.

Find out more:



## Learn french with the GOFLUENT platform and the *Service Universitaire des Langues (SUL)*

The language barrier can sometimes be a major challenge to overcome when you first move to a foreign country... but don't panic, we're here to help you!

The university has set up the **free goFluent platform** to help you improve your French and even other foreign languages!

### How to access it?

1. Connect via your ENT
2. Click on the Pédagogie section in the Menu and then on AMUlangues
3. Different activities will be proposed to you according to your level and interests. You can even chat with other members of the community!

If you prefer to take face-to-face classes and be assisted by a certified teacher, SUL is for you! As an international student, you can register for **AMU's French as a Foreign Language courses** directly at the reception desk.

You need more information? Visit the website:





## Participate in cultural activities with the culture and society department (DCS)

Did you have an **artistic activity** in your home country? You can pursue your passion here with the Culture and Society Department! Music, singing, dance, theater, cinema, photography, writing.... The DCS organizes many workshops throughout the year and can put you in touch with one of the many artistic groups it supports. It can also help you adjust your study program if you are a **high-level artist**.

For more information:  
[dcs-culture@univ-amu.fr](mailto:dcs-culture@univ-amu.fr)

## Play sport with the university physical and sports activities department (SUAPS)

Practicing a regular sport activity can help you stay in shape but also improve your ability to concentrate. Thanks to its unique location between the sea and the mountains, AMU, through the SUAPS, can offer you a **wide range of sports activities**, from the most common ones such as dance, basketball, tennis, swimming... to the most unusual ones such as paddle, archery, diving, rowing... In total, more than **80 individual and group sports** are offered. Registration is done online at the beginning of each semester. For some sports a medical certificate may be required!

You can **benefit from advantages and preferential rates from partners** such as discounts at Intersport, first aid training or the boating license. To do this, go to your campus sports office (Bureau des Sports) and get your Pack Sport sticker to stick on your AMU student card.

If you wish to participate in **university competitions** with the Fédération Française du Sport universitaire (FFSU), you must register at the beginning of the year at the Bureau des Sports, in order to speed up the constitution of teams.

The SUAPS also allows its high-level athletes to benefit from adjustments in their study program!

### Good to know

Your student card gives you discounts throughout the region thanks to PACTE'AMU: don't forget to carry it with you at weekends!



### Good to know

Places are limited and the ones for the most popular sports are gone in a few hours. For sports requiring a medical certificate we suggest you to make an appointment with a general practitioner before registration opens and to log in on time to have a chance to reserve your spot:



## Become a student entrepreneur with PÉPITE Provence

Do you have an idea, a project or a business to develop? PÉPITE Provence can help you with the Student Entrepreneur status!

Find out more:



## Get involved with the *Direction du Développement Durable* (DDD)

Throughout the year, the university's DDD organizes a wide range of events and workshops enabling you **to contribute directly the debate about and building a sustainable future.**

Do you have a project on this theme that you'd like to develop? We can help!

Find out more:



## Go abroad with the International Relations Department (DRI)

As part of your degree, you'll also have the opportunity to **take part in an internship or continue your studies for one or two semesters at a partner university.** This experience will enhance the international dimension of your CV, allowing you to discover new landscapes, new cultures and, of course, new languages!

If you don't want to be away for too long, consider the **Blended Intensive Programme (BIP)**, the new hybrid mobility program. Developed by the CIVIS of **CIVIS** European universities, of which our university is a member, BIPs will enable you to combine online courses with a 5-day stay abroad.



Discover all our mobility offers:



## Review and prepare for your exams at the university libraries (BU)

The university offers many university libraries (Bibliothèques Universitaires) but also a network of libraries associated with the common catalog in the faculties and institutes where you can revise your courses and prepare your exams in complete peace of mind. Registration is free of charge and is done on presentation of your student card. More than **1.6 million books and 70,000 online articles** will be at your disposal!

**Good to know**

If you have a group work to do, don't hesitate to reserve a dedicated work space in the library of your choice!





Life in the  
region

# Adapt your wardrobe

The southern region enjoys a pleasant temperate climate with over 300 days of sunshine per year.

## Winter

In winter, however, temperatures can be quite cold (down to  $-4^{\circ}\text{C}$  /  $53^{\circ}\text{F}$ ). This year, we were even surprised by a small snowfall that covered our Provence landscape!

## Summer

In summer, on the other hand, temperatures can rise very high (up to  $39^{\circ}\text{C}$  /  $102^{\circ}\text{F}$ ), especially in Aix-en-Provence which does not benefit from the sea breeze of Marseille which can sometimes lower the temperature.

We therefore advise you to adapt your wardrobe according to the season: coat, hat and scarf in winter and shorts, tee-shirt, hat, sun cream and sunglasses in summer!

Consult the Météo France website for weather forecasts for the region:



# Shop for grocery

For your grocery shopping, several options are available depending on your preferences and what you are looking for.

## Supermarkets

You will of course find many supermarkets open in Aix-en-Provence and Marseille. Be careful though, in France, many of them close on Sundays and stay open during the week until 8 PM at the latest!

You can find the list of stores here:



## Markets

Every week on specific days, you can also go to the markets to buy fresh and seasonal products directly from local producers. Whether you want to do your shopping or just take a walk, markets are places not to be missed!

## Solidarity Alternatives

Finally, if you have trouble making ends meet, you can always turn to:

### AGORAE

The AGORAE, solidarity grocery stores accessible on social criteria will allow you to buy food, cleaning products or school supplies at reduced prices (between 10 and 30% compared to usual prices).

### AMAP

The AMAPs (associations for the preservation of rural agriculture) offer baskets of organic vegetables and fruits produced locally for an average of 7 € per week.

For more information:



Find out more:

Aix-en-Provence :  
Tél : +33 (0)6 28 27 71 18  
Marseille Luminy  
bio@luminy.org

## CROUS university restaurants

Don't hesitate to take advantage of the university restaurants (RU) or CROUS cafeterias located near your campus. Full menus are available to students for €3.30 to eat in or take away. Don't forget to top up your IZLY card.

Good to know

Find your nearest RU:



# Subscribe to daily transport

The most practical way to get around town and the surrounding area is by bus. However, there are several types of subscription, and each city has its own urban network, so it's up to you to find out what best suits your needs.

If you want to get around

## In and around Aix-en-Provence:

Choose the Aix en bus student pass (under 26) for **€100 a year**.

## Throughout the Aix-Marseille-Provence metropolitan area:

Choose the Pass Métropole student pass (under 26) for **€360/year**. You'll be able to use all transport services (bus, streetcar, ferryboat, metro...), including bus 50, which runs between the Saint Charles train station and the center of Aix-en-Provence. Allow half an hour for the journey outside peak hours. The city of Marseille encourages green mobility. With this pass, you can also use the bicycles available throughout the city, free of charge.

## Throughout the Southern Region:

The region offers all students under the age of 25 unlimited travel on the ZOU networks for **90€/year**.



Consult Aix-en-bus season tickets:



Find out more about the "Métropole" student pass



Find out more:



For more information on the different passes and what they include, please visit our website:



# Integrate the region professionally

The southern region is home to a dense network of companies in strategic sectors that are very well aligned with the university's training offer:

- Naturalness
- Industries of the future
- Energies of the future
- Innovative therapies
- Silver economy
- Sea economy
- Tourism and creative industries
- Smart

To finance part of your studies, you should know that that French law authorizes foreign students to work 964 hours per year, i.e. 60% of the legal working time.

The minimum wage is set at €11.65 gross/hour, or €9.22 net per hour.

It has a dynamic employment pool with **2 million active workers** and is also in the top three regions in France with the highest number of business start-ups. We are confident that by working hard and with perseverance, you will be able to find a job in the region once you have successfully completed your degree.

To prepare yourself as of now for your future career, take part in the activities organized by the SUIO (workshops, recruitment fairs, etc.). Find out more about the service on p. 22

### Autorisation Provisoire de Travail

If you wish to work more than the authorized time, your employer must apply for a temporary work permit (Autorisation provisoire de travail) or you must apply on his behalf with a mandate. This can be done directly online at the government website, ANEF:

The working hours for students of Algerian nationality cannot exceed 50% of the annual working hours in the industry or profession concerned. You are also subject to the procedure for requesting a temporary work permit (Autorisation provisoire de travail).

### Offres d'emploi étudiant à AMU

In order to help you in your search, we have referenced on our website links that may help you find a job. We ourselves hire international students as part of the various events we organize.

This procedure is carried out directly online on the government website, ANEF:



More information on the government website:



Feel free to check out all of our offers!





# Discover and enjoy the region

Don't forget that you have the chance to study in a region steeped in history and with beautiful scenery. We encourage you to take full advantage of your student status and to enjoy all the assets of our territory.

## The south of France means:

*"1000 kms of coastline, a turquoise blue sea, lavender fields, vineyards, olive groves, remarkable forests, the song of cicadas..."*

*"A lively region with its festivals and international events..."*

*"The warmth of its people and their lilting accents"*

The cities of Aix-en-Provence and Marseille are ideal starting points to discover our Provence landscapes. We particularly recommend planning one- or two-day excursions to the Camargue, the Luberon, the Alpilles and the nearby Mediterranean coast. All of these famous places of interest can be reached by bus or train (TER).



For more information on tourist places, good addresses but also cultural and festive events, we invite you to follow these Instagram accounts that we have selected especially for you:

#### Marseille:

- **@booj\_aix\_marseille**: this account gives you all the good addresses and good plans to go out where there is entertainment and to party!
- **@lecitydinguemarseille** and **@crazycitymarseille**: 2 accounts to discover all the more secret places to observe in Marseille without forgetting the spots to take nice pictures. Don't hesitate to share them with us: @univamu!
- **@foodguidemarseille**: a "food guide" account to discover the local and international culinary culture and take your taste buds on a journey!

#### Aix-en-Provence:

- **@aixenprovencetourism** : this account maintained by the Aix-en-Provence Tourist Office in addition to making you discover the city, prepares a weekly list of all the events and outings to do for the weekend.
- **@aix\_and\_food** : an account full of good addresses in Aix-en-Provence, whether for brunch, lunch, snacks or dinner.

#### The Southern Region in general:

- **@fierdusud**: thanks to this account discover the Southern Region from every angle: towns, sea, mountains, lakes, and all the good addresses that go with it!
- **@foodlovers\_provence**: all the best hotels and restaurants in the South of France, including front-page stories grouping hotels and restaurants by city!
- **@lesjobastres** and **@maregionsud**: cultural and regional discovery

#### Good to know

Follow @univ\_amu on Instagram, many events are organized throughout the year!



# Look after your safety

As in all big cities, you must be vigilant! Make sure your bags are well closed and that you have very little cash on you. Don't worry, the vast majority of shops in France accept payment by bank card.

Enjoy your student life BUT take care of each other. Very few public transportation systems are operational after midnight. Think about going out in groups so that you can get back together and make sure that everyone gets home safely!

We also recommend that you keep your drinks close at hand and do not accept drinks from people you do not know. It is better to be safe than sorry!

Finally, before leaving your home, don't forget to make sure that you have turned off your gas, that the windows are closed and that your door is locked... An accident can quickly arrive!

## Directory of useful contacts

### Emergency numbers

#### 15 : SAMU

(Emergency Medical Service)

Before going to the hospital emergency room, if your doctor is not available, call 15. Emergencies are reserved for the most serious cases.

#### 18 or 112 : Fire

#### department

You can call the fire department when one or more lives are in danger (illness, serious injury, fire, road accident, drowning, flood, etc.).

#### 17 : Police

In the event of danger (violence, theft, burglary)... call 17 to be attended to by a policeman or gendarme from your department.

#### 114 : Emergency number for the deaf and hard of hearing

A single, free national number dedicated to deaf and hard-of-hearing people. It can be reached by SMS or fax.

#### 09 72 59 65 13 :

#### CROUS social

#### service

CROUS social service  
Are you experiencing difficulties as a student? Contact CROUS by phone or e-mail: [service.social@crous-aix-marseille.fr](mailto:service.social@crous-aix-marseille.fr) (plus d'infos p. 23)

Find all health services on our google map:



## Useful address book

### VISA and residence permits

- Préfecture de Marseille  
66 bis Rue Saint-Sébastien  
13006 Marseille
- Sous préfecture d'Aix-en-Provence  
455 Av. Pierre Brossolette  
13100 Aix-en-Provence

### Day-to-day support

- Info Jeunes Provence-Alpes-Côte d'Azur  
96 La Canebière,  
13001 Marseille
- Le Repère Jeunesse  
37 Bd Aristide Briand  
13100 Aix-en-Provence
- Mairie d'Aix-en-Provence  
04 42 91 91 81
- Service des objets trouvés de la Ville de Marseille  
04 13 94 85 70

### Health

- CPAM Aix-Mansard - Quartier Encagnane  
Av. du 8 Mai  
13100 Aix-en-Provence
- CPAM Marseille la Canebière  
164 La Canebière  
13001 Marseille
- Hôpitaux de Provence

### Housing

- ADIL 13  
15 Av. Robert Schuman  
13002 Marseille  
ADIL 13 can advise you on all legal questions (your rights and obligations as a tenant), financial and tax issues relating to housing.
- Action Logement  
174 Bd de Paris  
13002 Marseille  
Action Logement can provide you with housing aid: the VISALE guarantee, the loca-pass advance, the mobili- jeunes aid, etc.

Find all the campuses, libraries, supermarkets, shopping centers and much more thanks to this **google maps!**



Consult the list of Provence hospitals:



### SEPTEMBER 2024

Su 1	
Mo 2	
Tu 3	
We 4	
Th 5	
Fr 6	
Sa 7	
Su 8	
Mo 9	
Tu 10	
We 11	
Th 12	
Fr 13	
Sa 14	
Su 15	
Mo 16	
Tu 17	
We 18	
Th 19	
Fr 20	
Sa 21	
Su 22	
Mo 23	
Tu 24	
We 25	
Th 26	
Fr 27	
Sa 28	
Su 29	
Mo 30	

### International month OCTOBER 2024

Tu 1	
We 2	
Th 3	
Fr 4	
Sa 5	Intership, work-study and employment Forum
Su 6	
Mo 7	
Tu 8	
We 9	
Th 10	
Fr 11	
Sa 12	
Su 13	
Mo 14	Journée d'intégration
Tu 15	
We 16	
Th 17	
Fr 18	
Sa 19	Welcome night campus by night
Su 20	
Mo 21	
Tu 22	
We 23	
Th 24	
Fr 25	
Sa 26	
Su 27	
Mo 28	
Tu 29	
We 30	
Th 31	

### NOVEMBER 2024

Fr 1	All Saints' Day
Sa 2	
Su 3	
Mo 4	
Tu 5	
We 6	
Th 7	
Fr 8	
Sa 9	
Su 10	
Mo 11	Armistice 1918
Tu 12	
We 13	
Th 14	
Fr 15	
Sa 16	
Su 17	
Mo 18	
Tu 19	
We 20	
Th 21	
Fr 22	
Sa 23	
Su 24	
Mo 25	Christmas
Tu 26	
We 27	
Th 28	
Fr 29	
Sa 30	

### DÉCEMBRE 2024

Su 1	
Mo 2	
Tu 3	
We 4	
Th 5	
Fr 6	
Sa 7	
Su 8	
Mo 9	
Tu 10	
We 11	
Th 12	
Fr 13	
Sa 14	
Su 15	
Mo 16	
Tu 17	
We 18	
Th 19	Closing Party
Fr 20	
Sa 21	
Su 22	
Mo 23	
Tu 24	
We 25	Christmas
Th 26	
Fr 27	
Sa 28	
Su 29	
Mo 30	
Tu 31	

### DECEMBER 2025

We 1	New Year's Day
Th 2	
Fr 3	
Sa 4	
Su 5	
Mo 6	
Tu 7	
We 8	
Th 9	
Fr 10	
Sa 11	
Su 12	
Mo 13	
Tu 14	
We 15	
Th 16	
Fr 17	
Sa 18	
Su 19	
Mo 20	
Tu 21	
Tu 22	
We 23	
Fr 24	
Sa 25	
Su 26	
Mo 27	
Tu 28	
We 29	
Th 30	
Fr 31	

### FEBRUARY 2025

Sa 1	
Su 2	
Mo 3	
Tu 4	
We 5	
Th 6	
Fr 7	
Sa 8	
Su 9	
Mo 10	
Tu 11	
We 12	
Th 13	
Fr 14	
Sa 15	
Su 16	
Mo 17	
Tu 18	
We 19	
Th 20	
Fr 21	
Sa 22	
Su 23	
Mo 24	
Tu 25	
We 26	
Th 27	
Fr 28	

### MARCH 2025

Sa 1
Su 2
Mo 3
Tu 4
We 5
Th 6
Fr 7
Sa 8
Su 9
Mo 10
Tu 11
We 12
Th 13
Fr 14
Sa 15
Su 16
Mo 17
Tu 18
We 19
Th 20
Fr 21
Sa 22
Su 23
Mo 24
Tu 25
We 26
Th 27
Fr 28
Sa 29
Su 30
Mo 31

### APRIL 2025

Tu 1
We 2
Th 3
Fr 4
Sa 5
Su 6
Mo 7
Tu 8
We 9
Th 10
Fr 11
Sa 12
Su 13
Mo 14
Tu 15
We 16
Th 17
Fr 18
Sa 19
Su 20
L 21 Easter Monday
Tu 22
We 23
Th 24
Fr 25
Sa 26
Su 27
Mo 28
Tu 29
We 30
Mo 31

Examination dates 2nd semester : Exam dates are specific to each faculty

Spring holidays

### Europe Month MAY 2025

Th 1 Labor Day
Fr 2
Sa 3
Su 4
Mo 5
Tu 6
We 7
Th 8 Victory day/1945
Fr 9
Sa 10
Su 11
Mo 12
Tu 13
We 14
Th 15
Fr 16
Sa 17
Su 18
Mo 19
Tu 20
We 21
Th 22
Fr 23
Sa 24
Su 25
Mo 26
Tu 27
We 28
Th 29 Ascension Day
Fr 30
Sa 31

Examination dates 2nd semester : Exam dates are specific to each faculty

Ascension

### JUNE 2025

Su 1
Mo 2
Tu 3
We 4
Th 5
Fr 6
Sa 7
Su 8
Mo 9 Whit Monday
Tu 10
We 11
Th 12
Fr 13
Sa 14
Su 15
Mo 16
Tu 17
We 18
Th 19
Fr 20
Sa 21
Su 22
Mo 23
Tu 24
We 25
Th 26
Fr 27
Sa 28
Su 29
Mo 30
Mo 31

Examination dates 2nd semester : Exam dates are specific to each faculty

AMU  
PREP  
DAYS

### JULY 2025

Tu 1
We 2
Th 3
Fr 4
Sa 5
Su 6
Mo 7
Tu 8
We 9
Th 10
Fr 11
Sa 12
Su 13
Mo 14 National Day
Tu 15
We 16
Th 17
Fr 18
Sa 19
Su 20
Mo 21
Tu 22
We 23
Th 24
Fr 25
Sa 26
Su 27
Mo 28
Tu 29
We 30
Th 31

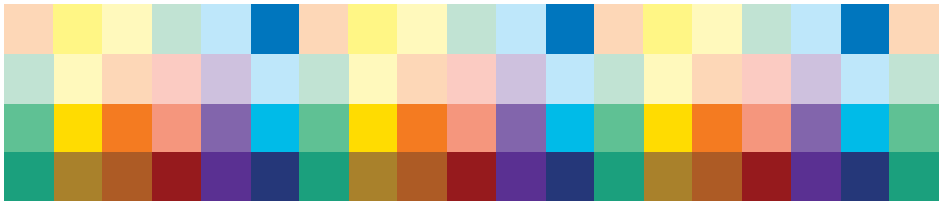
Summer holidays

### AUGUST 2025

Fr 1
Sa 2
Su 3
Mo 4
Tu 5
We 6
Th 7
Fr 8
Sa 9
Su 10
Mo 11
Tu 12
We 13
Th 14
Fr 15 Assumption Day
Sa 16
Su 17
Mo 18
Tu 19
We 20
Th 21
Fr 22
Sa 23
Su 24
Mo 25
Tu 26
We 27
Th 28
Fr 29
Sa 30
Su 31

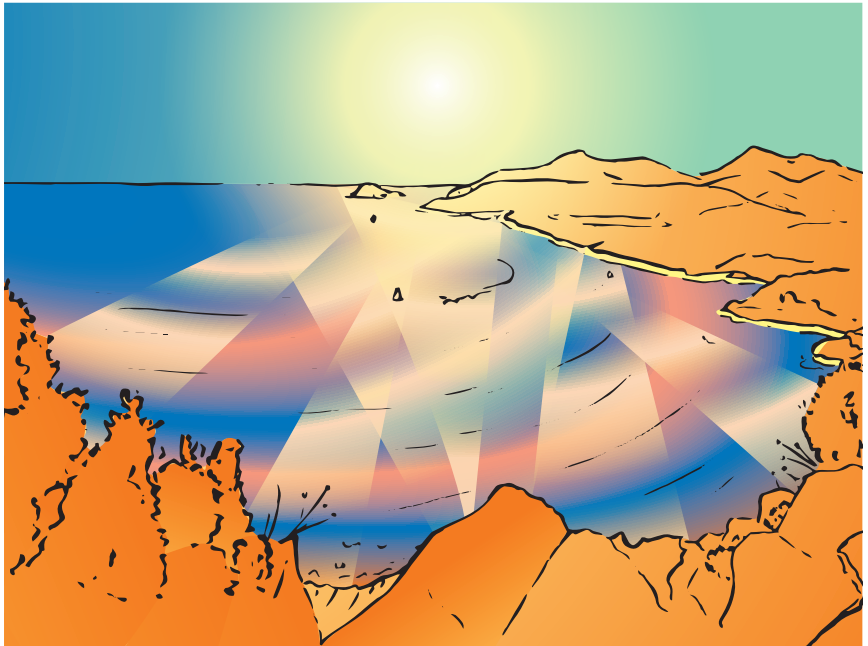
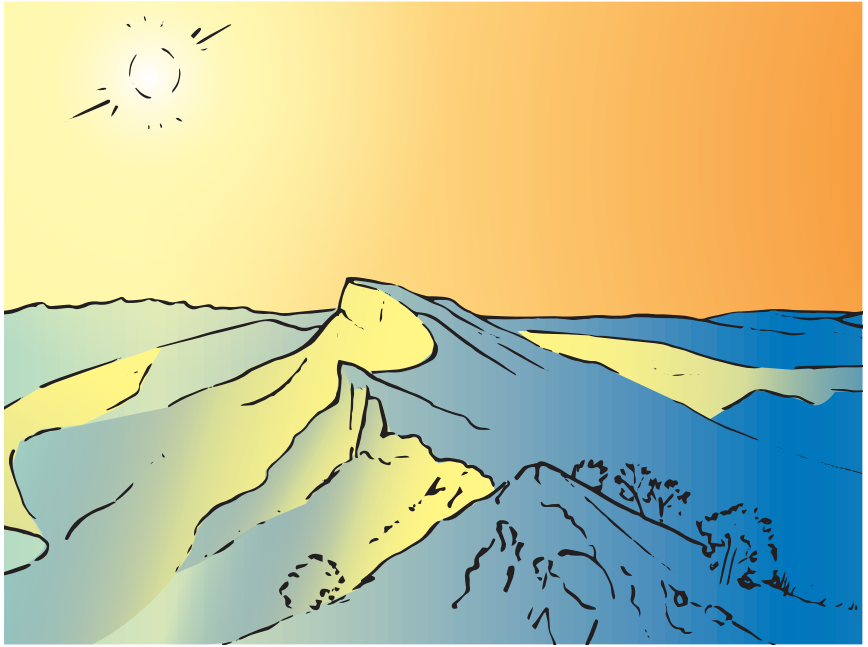
Summer holidays

Integration  
activity dates  
to be confirmed











---

---

---

---

© Aix-Marseille Université - 2024 IR



---

---

---

---

© Aix-Marseille Université - 2024 IR





# Olives cake

## Ingredients

- 3 eggs
- 150 g of flour
- 1/2 sachet of baking powder
- 100 ml olive oil
- 125 ml whole milk
- 100 g grated Gruyere cheese
- salt and pepper
- 200 g of green olives

## Utensils

- 1 large cake pan (25 cm)
- 1 sheet of baking paper
- 1 salad bowl
- 1 pitter

## Recipe preparation

- Preheat oven to 180°C.
- Stone 200 g of green olives.
- In a bowl, whisk together 3 eggs, 150 g of flour and 1/2 sachet of yeast. Gradually add 100 ml of oil and 125 ml of hot milk. Add 100 g of grated Gruyère cheese and the olives last; add salt and pepper.
- Pour the mixture into the cake tin lined with lightly greased baking paper.
- Bake at 180° for about 40 minutes. Check the end of the cooking time by pricking the cake with the blade of a knife, which should come out dry.
- Let it cool down then remove from the mould and cut into slices.



# Provence Style Tomatoes

## Ingredients (for 4 people)

- 6 round tomatoes
- 1 cup of chopped parsley
- 4 cloves of garlic
- 50 g of breadcrumbs
- 2 tablespoons of herbs of Provence
- oil
- salt and pepper

## Recipe preparation

- Cut the tomatoes in half, salt them and turn them over on a plate to let them drain for about 15 minutes.
- Mix the parsley, garlic, herbs de Provence and breadcrumbs finely.
- Take a large frying pan or 2 medium ones. Heat a little oil, place the tomatoes face up and sear for 2 minutes over high heat. Turn them over, season with salt and pepper and slide them onto an oven dish.
- Cover with the parsley, garlic and bread crumbs mixture. Drizzle with oil. Bake at 220°C (thermostat 7-8) for 20 minutes. Serve and enjoy. You can accompany them with fried eggs, a delight!



# Oreillettes

## Ingredients

- 500 g flour
- 0.5 pack yeast
- 2 tablespoons sugar
- 3 whole eggs
- 1 lemon
- 125 g butter
- 1 tbsp. orange blossom water
- Peanut oil
- 1 pinch salt

## Recipe preparation

- Make a well in the flour, add the sugar, baking powder and salt and dry mix.
- Stir in the eggs, one at a time, followed by the melted butter and the flavors (pastis and orange blossom). Gradually add the water to form a ball of dough that won't stick. Leave to rest for 10 minutes.
- Flour the dough so you can roll it out with a rolling pin. Cut pieces into rectangles or rhombuses with a serrated roulette wheel (or knife).
- Bake them in a hot frying pan (90°C). Brown for a few seconds on each side.
- Drain and arrange on paper towels in a large dish. Sprinkle with powdered sugar just after draining. Enjoy warm or cold.

## Tips

For a “slightly” lower-fat recipe, bake these “oreillettes” at 160°C for 10 to 15 min. Keep a close eye on the cooking time to prevent them from darkening too much.





Join our community and follow us  
on our Facebook page in English!



Conception graphique : DIRCOM AMU | Juin 2021

**amU**  
Aix Marseille Université