

# REQUESTING A STUDENT RESIDENCY PERMIT



holders of a long-stay visa marked "étudiant" must request a residency permit from the prefecture where they reside within two months of arriving in France; this is also true for holders of a short-stay visa marked "étudiant concours" who have passed the examination for which they received the visa.

students who wish to remain in France beyond the expiry date of their residency permit must request renewal from the prefecture where they reside **three months before** their residency permit expires.

## DOCUMENTS TO PROVIDE

For students residing in Paris (75), this is done without appointment through the *centre de Réception des Étudiants et Chercheurs Internationaux* (CRECI - the centre for the reception of international students and researchers) at the Paris Prefecture of Police, located in the Paris Cité Internationale Universitaire. Exception: Algerian students have to call 3430 to fix an appointment.

You must provide the following documents (originals and photocopies):

- long-stay visa marked "étudiant", or short-stay visa marked "étudiant concours" accompanied by an attestation from the embassy stating the choice of schools and a declaration that you have successfully passed the exam for which the visa was provided;
- passport (pages concerning your civil status, dates of validity and entry visas);
- official copy of your birth certificate showing your parents or complete copy of your birth certificate;
- proof of residence dated within the last three months:
  - if renting: utility bill (electricity, natural gas, water, land telephone, internet) or lease from within the last three months or rent receipt or habitation tax receipt;
  - if staying in a hotel: declaration from the hotelier and bill for the last month;
  - if staying at an individual's home : declaration from the person housing you, dated and signed, copy of that person's national identity card or residency permit, property deed (or habitation tax statement or copy of the lease or utility bill in that person's name);
- 3 recent original passport-size photographs (format 35 mm x 45 mm) (no copies);
- registration provided by the French educational institute. Proof of pre-registration can suffice the first time you submit your file. Proof of final registration must be provided at the most when the visa is given;
- if you are an intern: internship contract;
- proof of sufficient resources to survive: your financial resources must be at least equal to €615 per month (bank attestations of regular transfers or sufficient balance, sworn statement of the future transfer of the money in order to reach the required amount if the money is provided by a third party, pay slips, certification of subsidy specifying the amount and duration of the subsidy).

The student will first receive a receipt for the request for a student residency permit, then will be summoned to an appointment to receive the residency permit. The day of the appointment, the student must pay a tax of €79 in the form of a fiscal stamp.

## PURCHASING A FISCAL STAMP

A few addresses for the *centres des impôts* (tax centres) where you can purchase the fiscal stamp:

- 29 rue du moulin vert, 75014 Paris  Alesia
- 20 rue Geoffroy saint Hilaire, 75005 Paris  Censier Daubenton
- 39 rue Godefroy-Cavaignac, 75011 Paris  Voltaire