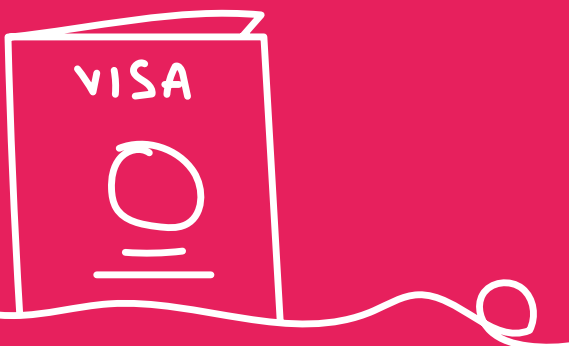


# Visa and residence permits

Except for Algerian nationals



## Planning your departure

### PREPARING YOUR APPLICATION:

To find out which procedures apply to you, log on to the Université Paris-Saclay's «Online Welcome Desk» application and receive your personalised guide to preparing for your stay in France.

<https://internationalsupport.universite-paris-saclay.fr/>

- **Official website for your visa application for France:**

<https://france-visas.gouv.fr>

- **The main procedures for you and your family:**

<https://www.service-public.fr/particuliers/vosdroits/N19804>

### SPECIFIC VISAS

#### Researcher-Talent passport visa

- **You are a PhD student or a researcher** and you have an employment contract in France or you are a visiting researcher but remain employed by your home university.

- **You are a PhD student with a grant enrolled** in a higher education institution in France and have funding equal to or above the minimum threshold of €1,690.00 per month.

- **You are a researcher or a PhD student with a grant not enrolled** in a higher education institution in France with funding above or equal to €1,690.00 net per month. Your host institution will issue you with a hosting agreement (Cerfa) as well as a research residence agreement. The hosting agreement (Cerfa) will be presented when you apply for your researcher talent passport visa.

In all cases, your application for a visa “passport talent chercheur” must be submitted to the consular authorities in your country of origin on presentation of your hosting agreement issued by your host institution if it is accredited.

#### Long Stay Visa serving as a Residence Permit under the ‘Student’ status (VLS-TS)

- **You are a PhD student enrolled** in a higher education institution with a grant below the minimum authorised threshold of €1,690.00 net per month.

- **You are a PhD student on own resources**

#### Residence permit (‘Student - mobility programme’ or ‘Researcher’)

- You are a PhD student or researcher on a mobility programme in a member country of the European Union. You should contact your host establishment in France to find out whether you are exempt from the visa requirement (see “Your contacts” sheet).

#### Tourist and trainee visas

- They cannot be extended or changed to another type of visa. If you wish to extend your stay in France or start a thesis, you will have to return to your country of residence/origin to reapply for the appropriate type of visa.

## PLEASE NOTE

The amount of funding allowed for a talent passport visa application is subject to change. Contact your employer to find out the minimum requirements allowed in order to be eligible to apply for a researcher talent passport visa. Please remember that you can check the monthly remuneration figure on the Légifrance website

<https://www.legifrance.gouv.fr/loda/id/JORFTEXT000033076467/>

## Upon arrival

- **If you have a short-stay visa (less than 3 months)- (Type C):** you do not have to take any further action
- **If you have a Long Stay Visa (VLS) with a 'Student' (Type D):** you must apply online for a 'Student' residence permit on the ANEF\* website <https://administration-etrangers-en-france.interieur.gouv.fr/>  
See the **Campus France tutorial** for help with online application.
- **If you hold a long stay visa with a 'Student' residence permit (VLS-TS) (Type D):** within three months of your arrival in France, you must validate your visa on the ANEF website.

Make sure you keep your login details for the platform, you will need them to follow up your application, and if you need to renew your residence permit, please note that at this stage on ANEF it is not possible to change your login details if you lose them.

- **If you hold a 'Passeport-Talent Chercheur VLS' visa (Researcher-Talent Passport long stay visa):** you must apply online for a 'Passeport-Talent Chercheur' residence permit within two months of your arrival on the **ANEF** website.
- **If you hold a Long Stay Visa (VLS) serving as a Residence Permit under the 'Researcher' status (VLS-TS):** within three months of your arrival in France, you must validate your visa on the **ANEF** website.

## PLEASE NOTE

With some exceptions, a fee is charged when applying for a residence permit. Before your final appointment at the Prefecture to collect your residence permit, you will have to buy a fiscal stamp\* and present proof of payment. A French mobile phone number is required by the prefecture for any residence permit application.

## During your stay

### RENEWING YOUR RESIDENCE PERMIT

If you wish to remain in France after your residence permit runs out, you must apply for a renewal of your residence permit **between the 4th and 2nd month before your current permit expires.**

Get in touch with your contact person in your host institution to prepare your application or contact science accueil

<https://www.science-accueil.org/demande-science-accueil/>

For further details on the different procedures and documents required: <https://www.universite-paris-saclay.fr/en/vie-de-campus/accueil-des-publics-internationaux/venir-luniversite-paris-saclay/visa-and-permits>

- **You have a 'Student' Residence Permit which is about to expire, and your situation has not changed:** you can renew your 'Student' Residence Permit application on the **ANEF** platform. For information on the application procedure online, please see the **Campus France tutorial**.
- **You have a 'Student' Residence Permit and wish to change your status (employment contract in France with hosting agreement):** apply for an initial 'Passeport-Talent Chercheur' residence permit on **the ANEF platform**.

## PLEASE NOTE

It is not possible to return to Student status subsequently, unless you return to your country of residence and apply for a full visa

- **You have a 'Passeport-Talent Chercheur' or a VLS-TS 'Passeport-Talent' (Long Stay Visa, valid as a residence permit) and your employment contract or stay (visiting researcher) is extended:** Depending on your situation, a new hosting agreement (Cerfa) and a research residence agreement will have to be issued by your host laboratory or institution. You can then apply to renew your 'Passeport-Talent Chercheur' residence permit on the ANEF platform. See the dedicated tutorial.

### STUDENT STATUS AND WORKING TIME

With the student status, you can work a maximum of 60 % of the annual working time in the branch or profession concerned. If you want to undertake additional work, you must apply for a work permit (AT) before starting your activity. The application for a work permit can be made on the ANEF platform.

## At the end of your stay

- **You are writing up your thesis and have a new employment contract** (extension of your previous contract or new employer): you can reapply for a 'Passeport-Talent Chercheur' residence permit upon presentation of your new hosting contract.

• **You are completing your PhD and no longer have an employment contract and wish to claim unemployment:** please contact your Human Resources department to obtain your *Attestation pôle emploi* (employment certificate) on the last day of your contract and receive guidance on what to do next. You can either apply for an extension of your residence permit upon presentation of your declaration of registration with the Employment Centre, or apply for a RECE (job search/business creation) residence permit (<https://www.service-public.fr/particuliers/vosdroits/F17319>) or an APS (Temporary Residence Permit) if you come from a country that has an agreement on migration flows with France (<https://www.campusfrance.org/fr/l-autorisation-provisoire-de-sejour-ou-ap>).

### PLEASE NOTE

RECE and APS cards are valid for one year and cannot be renewed.

If you have any questions, please do not hesitate to get in touch with the main contact person in your laboratory or host institution. **Please see the 'Your contacts' section.**

You can also contact the **Science Accueil association** to be guided through the process.

## Useful information

• **How do I find out which prefecture I belong to?**

It depends on where you are living. To find out, you can look on your *département's* website  
<https://www.interieur.gouv.fr/Le-ministere/Prefectures>

• **To renew your receipt (15 days before it expires), report a change of address or marital status,** follow the process online:

<http://invite.contacts-demarches.interieur.gouv.fr/Etrangers>

• **To pay tax on residence permits with a fiscal stamp**

With some exceptions, every application for a visa or residence permit is subject to a fiscal stamp. You can buy fiscal stamps at the tobacconist's (ask for an electronic fiscal stamp online for residence permits for foreigners/timbre fiscal électronique 'titre pour étrangers') or on the ANEF website or the French tax authority website. **Check the current rates.**

• **You are coming with your family**

See the dedicated page on the Université Paris-Saclay website:  
<https://www.universite-paris-saclay.fr/vie-de-campus/accueil-des-publics-internationaux/demarches-administratives/visa-et-titres-de-sejour/venir-avec-sa-famille>

## Terminology

**ANEF:** Administration Numérique pour les Étrangers en France (Online Administration for Foreigners in France) (<https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>). Platform dedicated to the online application for residence permits. To date, this process only concerns student visas and residence permits.

**'Attestation de décision favorable':** temporary residence document issued after processing your application for a residence permit on the ANEF platform, which may take several weeks. This document allows you to stay regularly in France, to travel and, depending on your situation, to work.

**'Attestation de prolongation d'instruction' (extension certificate):** a document issued when the prefecture needs more time to process a file. It allows a foreigner to remain legally resident in France and warrants the retention of all rights available under the residence permit previously held.

**APS:** Autorisation Provisoire de Séjour (temporary residence permit)

**'Attestation pôle emploi':** a document issued by the Human Resources department of your employer, proving your status as an employee and stating the dates of your employment contract. It enables you to register on the list of jobseekers in France and to claim existing rights to unemployment benefits

**'Convention d'accueil':** official document issued by your host or employing institution. This document confirms your status as an academic, the purpose of your research and the dates of your stay in France. The agreement is equivalent to an authorisation to work in the region within the framework of your research. The 'convention d'accueil' (hosting agreement) is required to apply for a visa or 'Passeport-Talent Chercheur' residence permit. The original document must be kept by the researcher for the duration of their stay.

**'Convention de séjour de recherche' (research residence agreement):** a document which provides a framework for the residency of PhD students and researchers on a grant. It sets out the procedures regarding intellectual property and the declaration of risks of work-related accidents and illnesses. It also mentions the amount of funding required to host a PhD student or researcher as part of a research residency.

**RECE** = a 'Recherche d'emploi/création d'entreprise' (job search/business creation) residence permit

**'Titre de séjour'** = official document confirming your right to reside in and, depending on your situation, to work in France. This plastified card is issued by the prefecture or sous-prefecture of your place of residence in France.

**VISA** = right of entry into France, issued by the French Embassy in your country of residence before you come to France.

**VLS** = 'Visa Long Séjour' (Long Stay Visa)

**VLS-TS** = 'Visa Long Séjour valant Titre de Séjour' (Long Stay Visa serving as Residence Permit)