



# RESIDENCE PERMIT: WHERE DO I GO?

**To all international students, welcome to the new school year!**

## A FULLY ONLINE PROCEDURE

### HOW TO VALIDATE YOUR VLS-TS WHEN YOU ARRIVE IN FRANCE

**Have you recently arrived in France with a long-stay visa valid as a Residence Permit for students (VLS-TS "ÉTUDIANT")?**

Within three months following your arrival in France, you must validate your VLS-TS on the website

<https://administration-etrangers-en-france.interieur.gouv.fr>

**New in 2021** Once your VLS-TS has been validated, you will receive a confirmation e-mail with your ID number. You can then use this number to connect to ANEF [digital procedures for foreign nationals in France] for any future formalities concerning residence permits.

**+** In order to have your health costs reimbursed during your stay in France, you will need to register with Social Security on the dedicated website: <https://etudiant-etranger.ameli.fr>

### RENEWING YOUR STUDENT RESIDENCE PERMIT

Submit your application on the national platform ANEF

<https://administration-etrangers-en-france.interieur.gouv.fr>

This online application concerns you if you have:

- A long-stay visa ("VLS" or "visa D") that is currently valid;
- A long-stay visa valid as a residence permit ("VLS-TS") that is currently valid;
- A valid residence permit.

**New in 2021** Submit your application online on the ANEF platform, **ideally four months before the expiration date on your visa or residence permit** to allow sufficient time for the Prefecture to process the application. We recommend that you prepare any formalities well in advance.

*Example: Your long-stay visa expires on September 10, 2021, ideally you need to submit your application on the ANEF platform between May 10 and July 10, 2021.*

### YOUR PERMIT HAS ALREADY EXPIRED

**For long-stay visas valid as residence permits ("VLS-TS") and residence permits**

- **Expired less than six months ago:** submit your application on ANEF (a €180 fine will be charged when you collect the card).
- **Expired more than 6 months ago:** make an appointment online: <https://www.demarches-simplifiees.fr/commencer/premiere-demande-titre-de-sejour-prefecture-rhone> >> section "accueil étranger" (home page for foreign nationals) / module "Première demande de titre de séjour" (first request for residence permit) so that the Prefecture can review your situation.

**Visa D expired (first request for a residence permit for an enrolled minor, Algerian or student in mobility)**

Make an appointment online:

<https://www.demarches-simplifiees.fr/commencer/premiere-demande-titre-de-sejour-prefecture-rhone>

### YOUR COURSE IS COMING TO AN END AND YOUR RESIDENCE PERMIT WILL EXPIRE SHORTLY OR HAS ALREADY EXPIRED

**You still have exams to take to complete your studies in France before returning to your home country**

Submit your application for renewal on ANEF, along with a letter from your institution in the form of a "certificate of extension of the academic year" and explain your situation in the section "Observations à destination de l'administration" (Comments to the administration).

**You have a professional degree or a Master's degree and you would like to stay in France and apply for a Temporary Residence Permit (APS)**

- **You have a graduation certificate for the degree.**

Submit your APS application along with your **certificate of graduation** before the end of the validity of your residence permit (marked student, student – mobility program, researcher or researcher – mobility program) on the website: <https://www.demarches-simplifiees.fr/commencer/pref-rhone-demande-titre-sejour-recherche-emploi>

- **You do not yet have your graduation certificate.**

Submit your application for renewal on ANEF, along with a **certificate of extension of the academic year** or a letter from your institution specifying the date at which you will graduate.

### TO OBTAIN A "TALENT PASSPORT" RESIDENCE PERMIT

**You would like to renew your "talent passport" residence permit**

**You have a "student" residence permit, a degree equivalent to at least a Master's and would like to request a "talent passport" residence permit**

Submit your request for a "talent passport" residence permit on ANEF (<https://administration-etrangers-en-france.interieur.gouv.fr>) **ideally four months before expiry of your visa or residence permit.**

If you are a **doctoral student-researcher**, the Espace ULYS will help you with the different formalities and in particular with the renewal of your residence permit: <http://espace-ulyx.universite-lyon.fr/>

#### - If you encounter a technical difficulty on ANEF:

Write using the "Contact" form on the ANEF platform

#### - You are unable to submit your application on ANEF

The procedure depends on your place of residence. All the necessary information can be found at <https://www.universite-lyon.fr/swd> (English version available)

**- Please contact the International Relations office for your institution.** You will find all the contact details on our page:

<https://www.universite-lyon.fr/contactsRI> (English version available)

## BY MAKING AN APPOINTMENT ONLINE

### TO RENEW A DIFFERENT TYPE OF RESIDENCE PERMIT

If you do not hold one of the above-mentioned visas and/or residence permits, then you are not concerned by the ANEF online procedure. You will need to make an appointment to submit your application in person at the Prefecture: <https://www.rhone.gouv.fr/Prendre-un-rendez-vous>: section "accueil étranger" (home page for foreign nationals).



# RESIDENCE PERMIT: SUPPORTING DOCUMENTS

**To all international students, welcome to the new school year!**

**Herein is a list of supporting documents to provide for a request for renewal of a "student" residence permit on the ANEF digital platform.**

You must provide digital copies of all the supporting documents listed below. Please make sure that the documents are legible and that they have been translated into French by a sworn translator if they are in a foreign language. Check all the administrative elements of your application for your student residence permit.

**You must use the following formats: .jpg, .pdf, .png, .bcp and .tiff. (each file must not exceed 10 Mb).**

## PERSONAL INFORMATION

### IDENTIFICATION

- **A valid residence permit;**
- **Passport** – if you do not hold a valid residence permit, please attach the pages of your passport relating to your identification, dates of validity, entry stamps and visas;
- **Digital signature and recent ID photograph in E-photo format.**

### PROOF OF ADDRESS

**You will need to provide proof of your address (less than six months old) – you will need to provide one of the following documents:**

- An electricity, gas, water, internet, landline or cell phone bill in your name;
- A copy of your rental agreement (only from an approved governing body – agreements made between individuals are not accepted) with your name on it;
- A copy of a rental receipt (only from an approved governing body – documents drawn up between individuals are not accepted) or property tax receipt with your name on it.

**If you are staying at a hotel – one of the following documents:**

- A certificate from the hotelier;
- A copy of the last month's bill.

**If you are staying at a private individual's home – the three following documents:**

- A dated and signed statement from your host;
- A copy of their identity card or residence permit along with their passport;
- If the address mentioned on their ID card is no longer up-to-date, a proof of address from the host (less than six months old).

### THE REASON FOR YOUR STAY:

#### RESIDENCE PERMIT FOR STUDY PURPOSES

- Enrollment certificate or pre-enrollment document from your educational institution. **If you do not have a pre-enrollment document and your permit expires soon:** submit your application on ANEF explaining your situation to the Prefecture in the section "Observations à destination de l'administration" (Comments to the administration).

#### Important

- The proof of enrollment certificate must be provided when collecting your permit at the Prefecture.
- If you have received a text message or e-mail confirming the availability of your residence permit and are in possession of your definitive enrollment certificate, make an appointment online to collect your permit at the Prefecture.

- Transcript: all the academic transcripts for the period going back to when the last residence permit was obtained;
- Most recent diploma obtained in France;
- Graduation certificate issued by your institution;
- If you are a student in a "mobility program", you must also provide a document from your institution which proves that your course is part of a European Union mobility scheme.

### RESOURCES

**In the event you have several sources of income, please attach proof of each one.**

**If you are supported by a third party – the following two receipts:**

- A copy of the third party's identity document
- A statement from the third party's bank confirming that regular transfers have been scheduled to your account **or** a sworn statement of payment of enough money to reach the required amount of €615/month, drawn up by the third party.

**If you have a scholarship:**

- In your home country: scholarship certificate from the paying authority;
- From the French government and beneficiary of European schemes: supporting documents for this situation.

**If you are employed:** Your three most recent pay slips.

**If you have sufficient resources:** Please provide a bank statement showing sufficient funds.

