

WELCOME BOOKLET

2024-2025



WELCOME TO **SLHS UFR**
OF THE UNIVERSITY OF FRANCHE-COMTÉ



UFR sciences
du langage, de l'homme
et de la société





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WELCOME

Dear international students,

You will find in this booklet a set of information that will be useful during your stay in our faculty, the Language, Human and Social Sciences Training and Research Unit.

True to its international and universalist vocation, the SLHS Training and Research Unit is honored by your presence within its walls. We will have the pleasure of sharing with you our knowledge, intellectual skills, methodologies and techniques in the service of a common francophone enrichment.

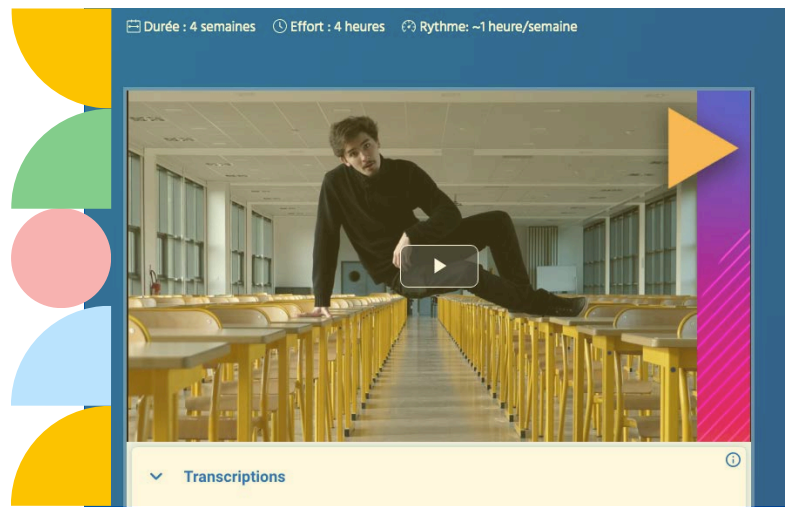
I hope that the time you will spend here will be an important moment in your intellectual formation and your student experience.

Yours sincerely

The director of the UFR SLHS, Pascal Ducournau



Preparing for university



We recommend you should consult the Moocs of "France université numérique"

- For pedagogical information:
<https://www.fun-mooc.fr/fr/>

- For practical matters:
<https://www.fun-mooc.fr/fr/cours/le-metier-de-letudiant-pour-une-adaptation-reussie-luniversite/>

You need to register to attend the courses which are available all year round.

Once you are on the platform, you can access the courses that are opened by the teaching teams throughout the year.

Our team remains at your disposal

The registration department offers you advice for any request you may have.

The Humanities and Social Sciences (HSS) team is located on the Canot site.

Contact: scolarite-shs@univ-fcomte.fr

The Humanities, Arts and Languages department is situated in the Mégevand site.

Contact: scolarite-lettres-langues@univ-fcomte.fr

Lauriane Masson, international student advisor at the UFC

Contact: lauriane.masson@univ-fcomte.fr / 03.81.66.58.51

MEGEVAND SITE

Amphitheatres

Cloché
Donzelot
Lévêque
Petit

Rooms B

B04 B05 B15 B16 B17 B18
B24 B25 B26 B27

Rooms C

C21 C22 C23

Rooms D

D01 D02 D03
D11 D12 D13

Rooms E

E12 E13

The services

Language secretariat
Letters Secretariat
University library
International Relations
Division

47, RUE MÉGEVAND

Rooms H

H10 H11 H12 H13 H14
H21 H22 H23

Franche-Comté University
Press

Open University

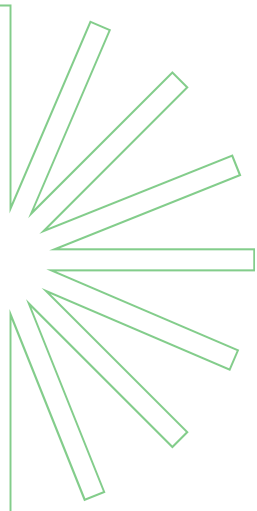


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SITE LOCATIONS



Accommodation in Besançon



ADVERTISING SITES

Se loger :
<https://www.seloger.com/>

Le Bon Coin :
<https://www.leboncoin.fr/>

Paru Vendu :
<https://www.paruvenu.fr/>

Entre particuliers :
<https://www.entrepaticuliers.com/>

Loc Service :
<https://www.locservice.fr/>

SHARED ACCOMMODATION

La carte des colocs :
<https://www.lacartedescolocs.fr>

Appartager :
<https://www.appartager.com/>

Roomlala :
<https://fr-fr.roomlala.com/>

Cohébergement :
<https://www.cohebergement.com>

1

CROUS

<HTTPS://WWW.CROUS-BFC.FR/LOGEMENTS/>

Between 250 and 500 euros per month

4 sites in Besançon

<HTTPS://WWW.CROUS-BFC.FR/SE-LOGER/LISTE-DE-NOS-LOGEMENTS/>

Requests to be made from July 11 on the site:

<HTTPS://TROUVERUNLOGEMENT.LESCROUS.FR/>

2

PRIVATE STUDENT RESIDENCES AND HOMES

Mixed home " La Cassotte "
(from 412€/month):

<HTTPS://FJT-LACASSOTTE.COM/CHAMBRES/>

Habitat jeunes " Les Oiseaux "
(from 409.50€/month):

<HTTPS://WWW.HABITATJEUNESLESOISEAUX.FR/>

Cap'Etudes (from 450€/month):

<HTTP://WWW.CAP-ETUDES.COM/>

Franc-Comtois student housing
(from 440€/month):

<HTTP://WWW.LOGEMENT-ETUDIANT-BESANCON.FR/>

Logiméa (from 330€/month):

<HTTPS://LEPORTAILLOGIMEA.COM/>

Zen'Etudes (about 600€/month):

HTTPS://WWW.ZENITUDE-HOTEL-RESIDENCES.COM/FR_FR/ESPACE-ETUDIANT

3

ACCOMMODATION IN PRIVATE HOMES

Lokaviz: this CROUS platform offers student's accommodation in private homes

<HTTPS://WWW.LOKAVIZ.FR/>

The FNAIM (Fédération Nationale de l'Immobilier) groups together the ads of a large number of real estate agencies

<HTTPS://WWW.FNAIM.FR/>

Accommodation in Besançon



Action Logement

VISALE, a free guarantee that allows you to cover rents and charges in case of unpaid rent. It acts as a guarantee to the landlord : www.visale.fr

LOCAPASS, a free service that allows you to advance or pay your security deposit:
<https://locapass.actionlogement.fr/>

Temporary Housing

Hôtel Ibis Budget Besançon Centre Gare (from 47€/night):
<https://all.accor.com/hotel/1364/index.fr.shtml>

Ethic Etapes Besançon International Stay Center
(47€60/night including breakfast):
<https://www.cis-besancon.com/contact>

Airbnb : <https://www.airbnb.fr/>

Be careful!

It is necessary to verify the seriousness of each housing offer. Rental scams can exist. Do not pay any money until you have visited the property or signed a rental agreement.

Some landlords ask for a check or a bank transfer to reserve the accommodation: this practice is illegal in France.

Just in case...

If you do not have a reservation before your arrival, it is recommended to book a temporary room (hotel or hostel for example) for your first nights in Besançon. A proof of reservation will allow you to apply for your visa. This will allow you to start looking for accommodation when you arrive.

Accommodation in Besançon



ADMINISTRATIVES STEPS

Housing assistance

Depending on the type of housing you live in, you may be entitled to housing assistance from the Caisse d'allocations familiales (CAF). The aid varies according to the amount of rent, your resources, the type of housing and the place of residence.

To check your eligibility for housing assistance, go to the CAF website: <https://www.caf.fr/>

More informations: <https://www.campusfrance.org/fr/logement-etudiant-en-France>

The home insurance

In France, it is compulsory to insure your home. This allows you to be covered in case of damage in your home (water damage, theft, fire...). The choice of your home insurance is up to you, you can insure yourself with your bank or with a private insurer. To help you in your choice, there are online comparators like selectra.info or lynx.fr.

Public liability insurance

This insurance is mandatory and covers you in case of damage to another person (if you hurt someone in the street, for example). Generally, this coverage is included in your home insurance: check it when you sign your contract.

Easy File

The rental file is an element that allows the owner or the lessor to know your personal and financial situation and that of your guarantors. Its content is framed by the law and the documents which compose it must be protected. The website DossierFacile.fr allows you to create your file in a simple and fast way and in a totally secure way. Before creating your Easy File, make sure you have all the necessary documents for a rental file

DOCUMENTS REQUIRED FOR THE RENTAL OF AN APARTMENT:

**Proof of identity ● Proof of residence ● Proof of employment status
● Proof of income ● Tax notice Guarantor (if applicable)**

Health

1

ADMINISTRATIVE STEPS



HEALTH INSURANCE

You are a student from the European Economic Area:

Remember to request your European Health Insurance Card (EHIC) from the health insurance company in your country before you leave. It is strongly advised to choose a complementary health insurance (= mutual insurance company) to cover all your medical expenses.

You are a student from a non-European country:

It is mandatory that you join the student security system via the AMELI website: <https://etudiantetranger.ameli.fr/#/>

Registration is free and allows you to be reimbursed for a part of your medical expenses according to the conditions of reimbursement of the French social security (about 70%). It is strongly advised to choose a complementary health insurance (= mutuelle) to cover all your medical expenses.



2

COMPLEMENTARY HEALTH INSURANCE

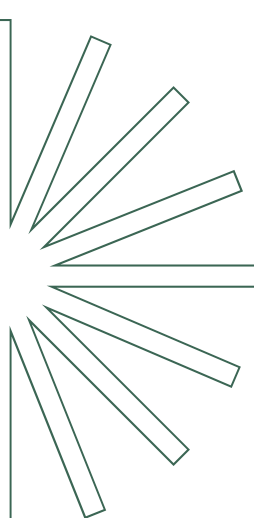
It is highly recommended to subscribe to a mutual insurance company because it covers all your health expenses, especially in case of hospitalization. The rate varies between 10€ and 35€ per month.

Tip: you can use an insurance comparison tool to find a mutual insurance company that best suits your needs and your budget.

Depending on your financial resources, you may be eligible for free complementary health insurance.

Check your eligibility at the following link:

<https://www.complementaire-santesolidaire.gouv.fr/complementairesantesolidaire.php>



3

THE STUDENT HEALTH SERVICE

As soon as you arrive, you must make an appointment with the University's health service for a free and mandatory health check-up with a check-up and update of your vaccinations if necessary. Depending on your country of arrival, a tuberculin test may be offered.

The University Service of Preventive Medicine and Health Promotion (SEE) is at your disposal to answer your questions and provide support throughout your studies. The team of professionals welcomes you free of charge, by appointment and in complete confidentiality.

- Listening
- Advice
- health check-ups
- Emergency care consultations
- Adaptation of studies for students with disabilities

Consultations on request:

- Medical certificates (university sports, vaccinations...) Contraception/sexuality, information on emotional life, sexually transmitted infections... (In Besançon only) Dietetics (individual interview, advice, follow-up)
- Psychological (well-being, isolation...)
- Addictology (tobacco, alcohol, drugs)

SEE - 03 81 66 61 30
see@univ-fcomte.fr



FREE EMERGENCY NUMBER

18 : Firemen (fire, accidents, fainting...)

15 : SAMU (medical emergencies)

17 : Police (public order, theft, assault...)

112 : Single emergency number throughout Europe

114 : Deaf and hard of hearing people

115 : SAMU social (social distress, homeless people)

SOS doctors : 0 826 88 24 24 (fee-based consultations)

ADMINISTRATIVE FORMALITIES



VISA APPLICATION



Depending on your nationality, your situation and the length of your stay, you may need to obtain a visa to study in France. The official website for visas to France is: <https://visas.gouv.fr/>

If you are concerned by the visa request, you must first request a long stay visa with a residence permit (VLS-TS) mention student (valid for 4 months to 1 year).

Visa fees for countries or territories with the Etudes en France (EEF) procedure: 50 €*.

Visa fees for other countries: 99 €*.

**These amounts are given as an indication; certain particular cases may give rise to different rates.*



List of countries or territories with an EEF (Etudes en France) procedure whose nationals must apply for registration on the **Campus France website**

AFRICA

Benin, Burkina Faso, Burundi, Cameroon, Chad, Comoros, Congo, Côte d'Ivoire, Democratic Republic of Congo, Djibouti, Gabon, Ghana, Guinea, Madagascar, Mali, Mauritania, Mauritius, Niger, Nigeria, Senegal, South Africa and Togo.

ASIA

Turkey, China, South Korea, India, Indonesia, Japan, Singapore, Taiwan, Thailand, Vietnam.

AMERICA

Argentina, Brazil, Canada, Chile, Colombia, Haiti, Mexico, Peru, United States.

NORTH AFRICA / MIDDLE EAST

Algeria, Egypt, Iran, Kuwait, Lebanon, Morocco, Qatar, Saudi Arabia, Tunisia, United Arab Emirates.

EUROPE

United Kingdom, Russia.



VISA ASSISTANT

The Visa Assistant will help you determine, based on your situation, if you need a visa and which one, and which documents you need to provide:

[HTTPS://FRANCE-VISAS.GOUV.FR/WEB/FRANCE-VISAS/AI-JE-BESOIN-D-UNVISA.](https://france-visas.gouv.fr/web/france-visas/ai-je-besoin-d-unvisa)

You will need to attach your proof of enrollment in the institution.

The page associated with your country will allow you to determine where and with whom you should apply for a visa:

[HTTPS://FRANCE-VISAS.GOUV.FR/WEB/FRANCE-VISAS/LIEU-DE-RESIDENCE? CALLER=DEPOTVISAS](https://france-visas.gouv.fr/web/france-visas/lieu-de-residence?caller=depotvisas)

Within 3 months of your arrival in France, you must validate your visa online on the ANEF platform (Digital Administration for Foreigners in France):

[HTTPS://ADMINISTRATION-ETRANGERS-EN-FRANCE.INTERIEUR.GOUV.FR/PARTICULIERS/#/VLS-TS/DEMARCHES/ETAPE/NUMERO-VISA](https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/vls-ts/demarches/etape/numero-visa)



Eating place



Alain DOIRE © BFC Tourisme

With the "**Pass UBFC**" student card, which will be given to you at the beginning of the school year, you will be able to have lunch in the various CROUS restaurants: rue Mégevand (next to the SLHS UFR), at the Arsenal (5 minutes away on foot) and on the Canot site, rue Antide Janvier. You can put money on this card and pay for your meals at the student rate (3,25€ for a full meal).



BUDGET / BANK ACCOUNT



Prepare your budget:

Before coming to France, it is important to estimate your budget. Many expenses related to your installation will have to be anticipated upon your arrival.

Housing: between 250 and 600€ depending on the type of housing

Security deposit for the accommodation (1 month's rent): between 250 and 600€.

Home insurance: 10 to 80€/month

Health insurance: between 5 and 30€/month

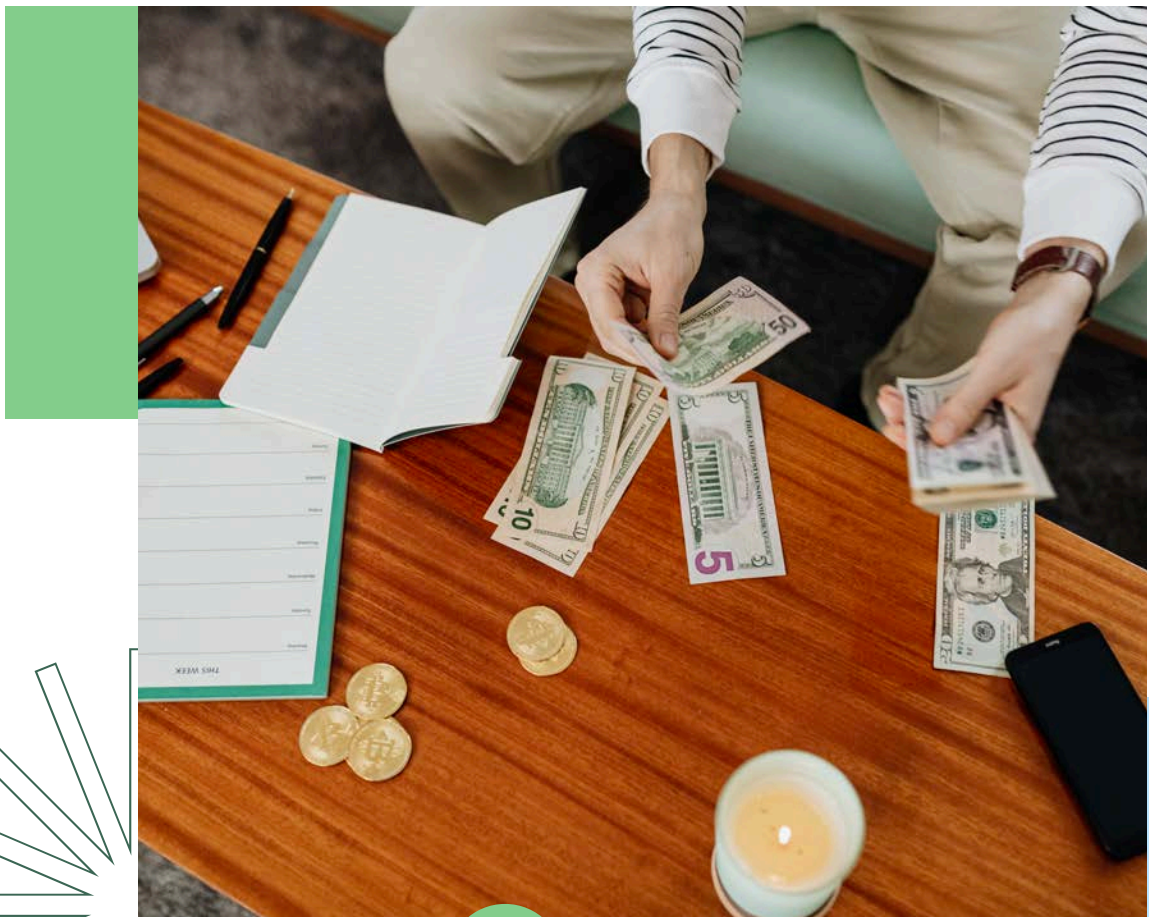
Cell phone package: between 2 and 30€/ month

Internet box: between 10 and 30€/ month + installation fees

Transport : 28€/month

The registration to the CVEC (Contribution de vie étudiante et de campus) is 100€: <https://cvec.etudiant.gouv.fr/>

The registration fees at the University are 170€ for a licence entry, 243€ for the master.





Opening a bank account:

If you stay in France for more than three months, opening an account will allow you to deposit your salary, your scholarship, your social benefits and to receive transfers or reimbursements of your medical expenses. It will also allow you to obtain a bank card used in France for most payments. A bank account is also required if you wish to extend your stay in France and renew your student visa.

To open a bank account, you will need three documents:

- **An identity card**
- **A proof of address**
- **A school certificate**

Do not hesitate to visit several banks to compare their offers, the cost of the bank card, international transfers and cash withdrawals can vary from one establishment to another. Promotional offers are often available to students at the beginning of the school year.



Some examples of traditional banks:

Banque Populaire
 Crédit Agricole
 La Banque Postale
 BNP Paris Bas
 Caisse d'Épargne
 CIC
 Crédit Coopératif
 Crédit Mutuel
 Société Générale

Checklist of documents to take with you (non-exhaustive list):

- Valid identity document
- Long stay visa (VLS-TS)
- European Health Insurance Card (for students from the EU, EEA and Switzerland)
- Original birth certificate and diplomas and translated into French by a sworn translator
- Vaccination booklet



Online banks offer the basic services of a bank at a lower cost.

Some examples of online banks:

Boursorama Banque
 Monabanq
 Fortuneo
 Hello Bank !
 BforBank
 N26



Tip: Before your arrival, find out if there is a partnership between your home bank and a French bank, this can facilitate the opening of a bank account.



ACCESSING BESANÇON



Besançon has two train stations: Franche-Comté TGV (12 km away from the city center) and Besançon Viotte, connected by a shuttle bus. For convenience, it is advisable to choose a train going to Besançon Viotte.

Book your ticket at: <https://www.sncf.com/fr>



From Paris

Roissy Charles de Gaulle airport: every day, a TGV connects the airport and Besançon Viotte station (schedules differ depending on the period). From the airport, you can also connect to Paris by RER (line B to Châtelet - Les Halles then line A), cab or direct Bus and take the train (TGV) from Gare de Lyon.

Orly airport: take the RATP bus n°91 in the direction of "Vaugirard" to Gare Montparnasse and then line 1 of the Bus direct. Get off at Gare de Lyon and then take a train (TGV) to Besançon.

More information: Paris Airport; Train schedules on the SNCF website.

From Lyon

At Saint-Exupéry airport, take the Rhône Express tram to Lyon and then the train at Lyon Part-Dieu station to Besançon.

From Bâle-Mulhouse

At the airport, take the EuroAirport shuttle (Distribus) to the Saint Louis train station and then take the train to Besançon

Tip: several companies offer bus trips between major French or European cities and Besançon: FlixBus and BlablaBus. You can also try carpooling: BlablaCar, Laroueverte, Carpooling, etc. These solutions are generally less expensive than the train.



In Besançon

Tram, bus, Vélocité

You will find downloadable maps and schedules on the website of the tourist office and Ginko:

<https://www.besancon-tourisme.com/fr/>
<https://www.ginko.voyage/>

BUDDY SYSTEM

**You want to discover the city, the local culture and practice your French?
The ESN association offers you a sponsorship to put you in touch with a student from Besançon.**

To register:

<https://buddysystem.eu/fr/>





UFR SLHS – 32 rue Megevand
25000 Besançon

Website : <http://slhs.univ-fcomte.fr/>



All information in this booklet is provided as an indication
and may be subject to change.

Photos credits: Alain Doire – BFC Tourisme and UFR SLHS
communication department

Production: Lauriane Masson and administrative services

Graphic design / layout: Maëlys Neubrand

Translation: E. Huchet



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FRANCHE-COMTÉ