



**International  
Students  
Handbook  
2017-2018**



[www.isa-lille.com](http://www.isa-lille.com)



## Arrival in Lille

### By train

Lille has two train stations located in the center of the city. High speed trains arrive from all major cities in France and Europe, including Brussels, London, and Paris Charles de Gaulle airport.

#### **From Roissy-Charles de Gaulle airport (Paris airport):**

Take a TGV from the airport's SNCF station (located in terminal 2F) to Lille-Europe or Lille Flandres train station. It takes about an hour.

#### **From Brussels Zaventem airport:**

Take the local shuttle from the airport to Brussel-Zuid (Bruxelles Midi) train

station, then Thalys train to Lille-Europe or Lille-Flandres station. The train ride takes about 35 minutes.

### By plane

You can arrive to local airports coming from some European cities.

#### **Lille/Lesquin airport**

(<http://www.lille.aeroport.fr/home/>)

A shuttle will then take you to Lille-Flandres train station. It costs 8 € for a one-way ticket.

#### **Charleroi airport**

(<http://www.charleroi-airport.com/en/>)

A shuttle will then take you to Lille Flandres train station. It costs between 5€ and 17€ for a one-way ticket.

### By bus

Most European cities have regular lines to Lille (<http://www.eurolines.fr/en/>)

The drop-off place is at the center of the city, near Lille-Europe train station.

#### **Pick up service**

The ISA International Office can organize pick up in Lille. If you want this service, make sure that you arrive in Lille on a weekday, between 9:00 am and 5:00 pm.

Please give all your travel information to the International Office as soon as possible.



## On-campus

Campus Housing Services: A.E.U. (Association d'Entraide Universitaire):

<http://www.asso-aeu.fr/en/list-accommodation>

You have to apply online for a room in a residence. The sooner you apply, the more chances you have to get one of your room choices.

### Budget estimation for on-campus housing:

- Booking fees: 235 €
- Accommodation tax: 96 €
- Security deposit: one month's rent (refunded at the end of the stay)
- Housing insurance: 45 to 60 € per year
- Rent: 240 € to 470 € per month

### Residences services include:

- Breakfast served in the common kitchen every weekday
- Laundry room
- Common room
- Bed linen on loan
- Activities
- Regular room cleaning

The housing office (AEU) is located 47 Bd Vauban (2<sup>nd</sup> floor) - 59800 Lille

E-mail: [logement@aeu.asso.fr](mailto:logement@aeu.asso.fr) - Tel: +33 (0)3 20 15 97 78 – Fax: +33 (0)3 20 28 52 42 80



## Off-campus

You may choose to live off campus in a shared apartment or with a host family. Here are examples of websites that will help you find accommodation.

- <https://housinganywhere.com/>
- <http://erasmusu.com/en/erasmus-lille>
- CRIJ website: <http://www.crij-npdc.fr/site/se-loger/>

## Taxes

Students living in a private accommodation (not a student residence) are subject to the annual *taxe d'habitation*. Anyone living in private accommodation in France as of January 1 must pay this “occupier’s” tax at the end of the year, even if you are no longer living in France. Be aware when choosing your housing, as the amount varies greatly.

You are also subject to an audiovisual tax of 138€ for every television in your home, even if you only use it to watch DVDs. This tax is due at the same time as the *taxe d'habitation*.

## CROUS residences

French Government Scholarship recipients are entitled to rooms in residences run by CROUS (French public student services office). As soon as you have the confirmation of your scholarship, you can apply for a room online: <http://www.crous-lille.fr/international/demande-de-logement/>



## Visa

### Before departure

To obtain a long stay visa you must provide the French Consulate with:

- ISA admission letter
- A proof of financial support
- A proof of accommodation in Lille
- A valid passport
- A recent passport-size photograph

You may have to take a medical appointment and get a health certificate in your home country.

Please consult your local French Consulate and follow their instructions, as the procedure may slightly change from one country to another.

When the French Consulate grants you the visa, they will also give you a document called “Demande d’Attestation OFII”. ***It is important that you bring this document with you.***

### Once in France

The International Office will help you through the next steps of the visa procedure. The visa in your passport needs to be validated in France by the French Office of Immigration

and Integration (OFII). The procedure is as follows:

- During orientation week, the International Office sends your documents (Demande d’attestation OFII, passport copies and birth certificate) to the OFII
- Within a few weeks, you will receive an attestation of receipt
- Within another couple of weeks, you will receive an appointment date.
- Documents to bring to the appointment:
  - o Passport
  - o Passport-size picture
  - o Tax stamp (60€) that you can previously buy online
  - o School Enrolment certificate
  - o Proof of accommodation
- A stamp will be added to your passport, validating the dates of the visa.

**For students who stay for a second year, the visa will need to be renewed** for the second academic year.

Instructions will be given by the International Office in due time.



## Health Insurance - “Sécurité Sociale”

It is mandatory for all students in higher education institutes to have health insurance coverage. In addition, we strongly recommend that you take international insurance to cover remaining medical costs, personal liability, and repatriation. Such a plan may be purchased in France.

### European students

Bring with you your European health insurance card or the health insurance certificate provided by your health insurance company in your home country.

### Non-European students

***If you are under 28 when you arrive in France:***

You will be affiliated to the French Sécurité Sociale through the school. It covers a maximum 70% of all medical expenses

ISA charges the student for the Sécurité Sociale’s cost. In 2016-2017, the affiliation costs were 215€. **These fees due on arrival.** They are waived for students who are on a French government scholarship. For a 100% coverage, you will have the possibility to subscribe to an optional complementary insurance through the student health insurance company.

[https://www.smeno.com/fileadmin/user\\_upload/brochure/secureite-sociale-en.pdf](https://www.smeno.com/fileadmin/user_upload/brochure/secureite-sociale-en.pdf)

***If you are over 28 when you arrive in France:***

You can register to the regular French Social Security **after 3 months of residence**, which means that you have to make sure to have a personal insurance for the first 3 months in France. More information at the International Office.

## Medical Center

The campus medical center (“CPSU”) is located 67, boulevard Vauban, 1<sup>st</sup> floor.

Opening hours: Monday to Thursday, 8 am to 7 pm, Friday 8 am to 6 pm. Closed during university holidays. You do not need to make an appointment.



## Academics

### Language classes

#### *Do you speak français?*

Even though you are coming for the English-taught program, studying at ISA also means living the French way of life! Whether you are an expert in Moliere's language, or a complete beginner, ISA offers free French classes to all international students who do not have French as their official language. Depending on their level, they can benefit from up to 150 hours of classes in small groups, as well as weekly "Café-Culture" with the International Club.

Students who stay for the whole master's program will thus be in the best conditions to take an official qualification and validate a **B1 or higher** level of French (a graduation requirement). ISA will take care of the registration fees!

Of course, don't hesitate to take a few French classes before coming to France: this way, you will be able to enjoy Lille's wonderful activities and events like the Grande Braderie (*see p. 10*) right from the start!

#### *English classes*

For students who will follow the program taught in French, ISA offers English classes to students who do not have an official qualification yet. Graduation requirement in English is B2.

### ECTS and grading system

The general average is calculated based on the totality of all marks obtained (including those units not validated).

<b>ECTS Grading Scale</b>	<b>Grades</b>
The top 10% validating this course module	A
The next 25% validating this course module	B
The next 30% validating this course module	C
The next 25% validating this course module	D
The remaining 10% validating this course module	E
Incomplete: some more work required in order to pass	FX
Fail: Considerable further work is required	F
The size of the group doesn't allow for a grade to be calculated. (The number should be at least equal or over 30) The quality of the work provided is therefore indicated by a mark out of 20 (0 – lowest score, 20 – best score).	NS

Academic year: **60 ECTS**

Semester: **30 ECTS**

**ECTS:** European Credits Transfer System.

<b>Local grade /20</b>	
>18	Excellent
15-18	Very good
12-15	Good
10-12	Reasonable
8-10	Meets minimum requirements



## Life on Campus

### Meals

The university cafeteria (“RU”) is run by the AEU services. It is located at 47 boulevard Vauban and has various lines (with different kinds of food). The average price of a meal is 4-5€. It includes a starter, a main course (usually meat with vegetables or fries), dessert and bread. Students need to get the AEU service card, on which they can put credit for meals.

There are many affordable eating options around campus, including vegetarian (sandwiches, kebabs, Chinese, Indian food, pizza, etc.).

### Extra-curricular activities

ISA students are organized in many student unions according to their interests. It includes:

- international cultural exchanges (Melt’ISA)
- sports (AS)
- drama (ISActeurs)
- music (MusISA)
- art (Art’ISA)
- wine tasting (VinISA)
- hunting (ChassISA)
- beer tasting (BièrISA)
- cooking (CookISA)
- etc...

All the clubs will be presented during the orientation week.



## Life in Lille

### Transportation (Transpole)

Lille has a good public transportation system. It includes buses, tramway and subway lines and bike sharing (V'Lille). All the information is on the Transpole website: <https://www.transpole.fr/fr/> (in French only). Students under 26 get a discounted rate.

### Money and banking

Several banks have branches around campus: Société Générale, BNP Paribas, Crédit Agricole. All banks offer similar student banking services. Students who stay less than 6 months can only open a bank account in certain banks.

### Weather

Lille weather and climate is similar to the UK's with four main seasons: spring (April to June), summer (June to August), autumn (September to November) and winter (December to March). Summer weather in Lille has temperatures around 23-25°C with the lowest winter temperatures of -2°C in January. Lille has regular rainfall with occasional snow in winter.

### Save the date!

**LA GRANDE BRADERIE DE LILLE**: it is the most awaited event of the year in Lille and beyond the borders! It is the largest flea market in Europe, and takes place every year on the 1<sup>st</sup> weekend of September. A great way to start your experience in Lille, before going back to class!

Information in English: <http://www.fleamarketinsiders.com/grande-braderie-de-lille/>

Information in French: <http://www.braderie-de-lille.fr/>

General information about Lille: <http://en.lilletourism.com/>

## Expected expenses

This chart is an estimation of the MONTHLY expenses international students have to be aware of when studying at ISA, Lille (excluding tuition fees, when applicable).

### ACCOMMODATION (per month)

Rent 350 to 500 €

#### IF HOUSED IN AN AEU RESIDENCE:

Rent 240 to 470 €

Accommodation booking fees 235 €

Accommodation security deposit (refunded at the end of the stay) 1 month rent €

Services fees 96 €

Accommodation insurance 45 to 60 €

### LIVING EXPENSES (per month)

Food 100 to 200 €

Transport 0 to 50 €

Personal expenses 50 €

**Some expenses are to be paid once for the whole year, no matter how long the students stay:**

### EXPENSES TO BE PAID ONCE FOR THE WHOLE YEAR

Health insurance (French Sécurité Sociale) (for non-European students) 215 €

Health insurance (complementary insurance) – optional 100 €

OFII fiscal stamp for validation of visa (for non-European students) 79 €

Taxe d'habitation + taxe audiovisuelle 600 to 800 € or more

Books and equipment 180 €

### Documents to bring with you:

- Passport (or identity document for EU students)
- “Demande d’Attestation OFII” (given by the French consulate) for non-EU students
- Birth certificate (mentioning your complete name and father and mother’s complete names) in the original language with an apostille
- Official translation of your birth certificate with an apostille
- 215 € for the payment of Health Insurance (for non EU-students under 28)
- European Health Insurance card (for EU students)

## CONTACT

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