



France | Visas and Residency

*** Please note that this information is correct upon writing of this document (Nov. 2018)
but may be subject to change***

General Timeline:

- ☐ Receive UNCG Nomination Letter
- ☐ Begin Campus France Application (“Études en France”)—**See Step 1 below**
- ☐ Receive Acceptance letter from French university
- ☐ Complete Campus France Application
 - Pay Campus France Fee
 - Send
- ☐ Receive Confirmation from Campus France that application is processed (3 weeks)
- ☐ Make an Appointment with a French Consulate (90-15 days before program)—**See Step 2 below**
- ☐ Receive Passport with Visa
- ☐ Go to France—eat baguettes and cheese.
- ☐ Send documents to OFII once in France—**See Step 3 below**
- ☐ Appear at OFII for medical appointment and to finalize visa (this may not happen before the end of your semester)

You must obtain a student visa prior to departing for France and French overseas territories. As soon as you accept placement, you should start the process for obtaining your visa.

You should keep a physical copy of ALL documents and applications—go ahead and start a folder that includes your nomination letter, French university acceptance letter, Campus France Application, copies of your passport, copies of your driver’s license, and your visa application. You will need to bring this folder with you to France.

Step 1: Submit your Campus France Application

All students who study in France must register with [Campus France](#). Their application processing time takes about 3 weeks, though there is an [expedited process](#) available if needed.

You should begin this process once you receive your nomination letter from UNCG, however, you must also wait to receive **the official acceptance letter from your host university** in order to submit your application, along with a **fee of \$190**.

- The Campus France Application is called “[Études en France](#)” and can be accessed from their homepage, or directly from the link.
- Campus France Detailed Instructions : Read [this guide](#) to help you fill out your Campus France “Études en France” Application (click OK to the security message).
- Pay your online fee (\$190)
- Email your documents
- Wait 3 weeks for confirmation

Helpful Links:

- ∞ Campus France USA homepage: <https://www.usa.campusfrance.org/>
- ∞ Études en France Application page: <https://pastel.diplomatie.gouv.fr/etudesenfrance/dyn/public/authentification/login.html>
- ∞ Campus France Online Payment Quick Link: <https://tapif.org/campusfrance/>
- ∞ Instructions Overview: <https://www.usa.campusfrance.org/regular-service-how-to-apply-for-a-student-visa>
- ∞ Campus France detailed instructions: https://www.usa.campusfrance.org/system/files/medias/documents/2018-10/EtudesEnFrance_Application_Echanges%20V231018.pdf

Helpful Tips:

- **Send your official acceptance letter from your HOST UNIVERSITY.**
- When filling out the application, UNCG students are considered exchange/study abroad students. Follow the instructions as such.
- Submit your Campus France materials early to avoid delays, which often occur just before the start of each semester.
- You may set your native language to English to default the application to English.
- Education term: "Bac + number" indicates the number of years you have completed post high school (secondary school). For example, Bac+1 = you've completed high school + 1 year of university studies
- **You are not a "boursier"** (French government scholarship holder) even though you might receive financial aid or scholarships at your home university, these are not from the French government.
- Do not worry about sections/questions dealing with DALF/DELF exams, internships, or your resume. Fill out as much information as you can to complete your Campus France application, but keep in mind that not every question will apply to you.
- You are NOT required to take a language test or have an interview with Campus France.
- Be sure to write your Campus France ID on any documents or payments you send to them. You should keep a scanned or photocopy record of these as well.

Step 2: Submit Student Visa Application to your Consulate

After about 3 weeks, you will receive a confirmation email from Campus France. Once you have this message, you may apply to the Consulate for your visa. The process requires you to fill out an online application, and then contact a Consulate to make **an in-person appointment to request your visa**. You must make an appointment in the 15-90 day window before your program date.

- Go to the [France-Visas](https://france-visas.gouv.fr/en_US/web/france-visas/ma-demande-en-ligne) portal and click “Access”. The portal can be accessed directly from this link: https://france-visas.gouv.fr/en_US/web/france-visas/ma-demande-en-ligne
- Fill out the application and supply all documents
- Go to [VFS Global](#), create a log-in, and make an appointment at your preferred consulate in the 15-90 day window before your program date
- Appear in-person at the consulate with all required documents

Helpful Links:

- ∞ France-Visas Homepage: https://france-visas.gouv.fr/en_US/web/france-visas
- ∞ France-Visa Instructions: <https://france-visas.gouv.fr/web/france-visas/visa-application-guidelines>
- ∞ VFS Global Home (to schedule consulate appointment): <https://france-visas.gouv.fr/web/us/a-qui-sadresser>
- ∞ VFS Global for Atlanta: <https://online.vfsglobal.com/Global-Appointment/Account/RegisterUser?Length=7>

Helpful Tips:

- **You must appear in-person to request your Visa in the 90-15 day window before your program**
- While you may use any Consulate center, your best bet is to visit the Atlanta Consulate—it is the closest to Greensboro and will be less busy than D.C.
- Appointments are typically only scheduled during the A.M. hours, and visas are not processed in the afternoon. You should choose the earliest time-slot available so that if you have any issues, you may be able to rectify them before the office closes for the day.
- Applying for a visa is official business, so dress accordingly. Taking the time to dress nicely is a sign of respect, and you may find you get better service at the consulate.
- If you aren't able to get an appointment as soon as you'd like, check the website often for cancellations.
- You likely will not have a French address for your visa application, so you may need to use a temporary address. If you've been in contact with anyone from the host university, you can ask them for a specific address, or use the address of the International Relations/Erasmus office there.
- You will hand over your passport at your consulate meeting, so you may not leave the country until you have received it back with your visa inside.
- The consulate often processes Visa according to departure date, so don't be surprised if you don't receive yours until a few days before you leave.
- Be sure to use a trackable envelope (ie, Fedex, UPS) so you will know when to expect your passport and visa in the mail
- **Always keep a copy of ALL documents for your records—you will need this paperwork again in France**

Step 3 :Register with OFII

Once you arrive in France, you will need to submit your paperwork to French immigration, known as OFII. **You should mail your documents as soon as you can**, since it may take up to 3 months to process them. OFII will send you an official appointment letter in the mail, which includes a medical appointment for a chest x-ray as well as an OFII office visit. Be sure to bring all documents as well as your passport with you to the meeting. Your host university should help you navigate this process.

- Arrive in France
- Complete a *demande d'attestation* (you should receive this at the consulate, if not, see the link below)
- Mail your *demande d'attestation* and a copy of the entry stamps in your passport to your local OFII office
- Receive your official appointment letter in the mail
- Pay your entry fee (*timbre*—can now be paid online before your appointment, but you will need to print the proof of payment)
- Appear for your medical exam and appointment with the required documents (passport, proof of housing, photo, proof of payment of *timbre*)
- Congratulations, you're now “officially” French! (for the next 12 months)

Helpful Links:

- ∞ OFII information for student visas: <http://www.ofii.fr/visa-de-long-s%C3%A9jour-titre-de-sejour-pour-les-etudiants>
- ∞ OFII site to purchase *timbre* online: <https://www.timbresofii.fr/>

Helpful Tips:

- Photos can easily be obtained at booths found around France, especially in shopping centers or larger megastores (Carrefour, Monoprix). You will likely find copiers here as well, or at post offices.
- The day of your OFII appointment, you will also undergo a medical appointment during which you will have an X-Ray of your chest taken and be asked a few general questions about your health.
- There may be many people scheduled at the same day/time, so you should arrive early and plan to spend several hours at the OFII.