

# STUDENT HANDBOOK

Grand Paris Sud



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# Welcome to Icam!

On behalf of the Icam family, I am very happy to welcome you to our school. Be assured that all Icam staff and students are committed to make your studies a success.

Icam has the ambition to train competent men and women, active in the business community and the society.

We value self-improvement necessary to learn a profession: learning requires full personal commitment and is a privileged place for human development. Competent employees, managers and entrepreneurs are experienced women and men; they have experienced real life and have learned to make the most of it. They collectively seek solutions.

Icam offers you the chance to put theory into practice by confronting you with real-life problems. You will also have the opportunity to run projects and collaborate with other students. Succeeding together is a great challenge, which can reap extraordinary results.

We are convinced that Icam offers a place to exercise your freedom—freedom of choice and action. You can be active in your training. You can interact with your peers, with your teachers, even industry representatives. Your success is a result of your personal choices.

Icam trains generalist engineers open to innovations in multiple technological fields. This will be the opportunity for you to expand your knowledge and take into account the bigger picture of all the projects you carry out. You will certainly discover new approaches that will enrich you. We are convinced that solutions to ecological and societal challenges will come from a multidisciplinary approach.

You will also immerse yourself in the French culture. You will learn to adapt yourself. At the same time, it will allow you to better perceive the values of your own culture. Be yourself, cultivate your roots. Share who you are too. Intercultural dialog is a mutual enrichment.

I hope that your experiences at Icam may accompany you throughout your life. Take advantage of this privileged time to develop a network full of solidarity. We hope that tomorrow you will be able to contribute to a more united world. It's through achieving great projects together that your friendships will be strong and last forever.

Help us build together the Icam and the world of tomorrow!

Have a nice stay at Icam!



Marc Genuyt  
International Programs  
Deputy Director



# About the Icam Group

The Icam Group welcomes around 800 engineering students and 500 trainees (Vocational Training) every year, with the help of its 120 employees.

There are different campuses of the Icam Group in France:

- **Lille** campus
- **Grand Paris Sud** campus
- **Nantes** campus
- **Bretagne** campus
- **Vendée** campus
- **Toulouse** campus

The Icam Group also has an international network and several campuses abroad, such as

- **Congo** and **Cameroon** with Institut Ucac-Icam
- **India** with Loyola Icam College of Engineering and Technology
- **Brazil** with Unicap-Icam International School
- **Democratic Republic of Congo** with ULC-Icam
- **Ecuador** with PUCE-Icam







# Welcome to the Grand Paris Sud campus



Maryline Masson,  
Grand Paris Sud campus  
International Relations Office

*Dear International Exchange Students,*

*We are all very happy to welcome you in our Engineering School. You are now an important member of the Grand Paris Sud campus. Congratulations!*

*Please note that the following booklet has been written in order to help you better prepare your international mobility program at the Grand Paris Sud campus, and its aim is to answer some of the major questions you may have before your arrival in France and on our campus.*

*The International Relations Office, along with the other school departments, is at your disposal to help you organize your stay in our country, and your study period in our school.*

*In addition, we fully recommend that you read the following leaflet attentively, and to consult your advisor, Registrar's office and/or the International Relations Office Department of your home institution before your departure. The more questions you are able to have answered by your home institution before leaving the better.*

*And please do not hesitate to contact us if you need any help!*





## About Grand Paris Sud

The Grand Paris Sud campus is located in the city of **Lieusaint**, 1 hour from Paris by train.

This campus is the **most recent French Icam campus** and has a modern and minimalist architecture. The campus is located in the **Seine-et-Marne area**, in the south of Paris—Ile-de-France area. This new campus is surrounded by beautiful green spaces and is located near a big shopping center, Westfield Carré Sénart. It is a very familial place, in a **peaceful environment**!

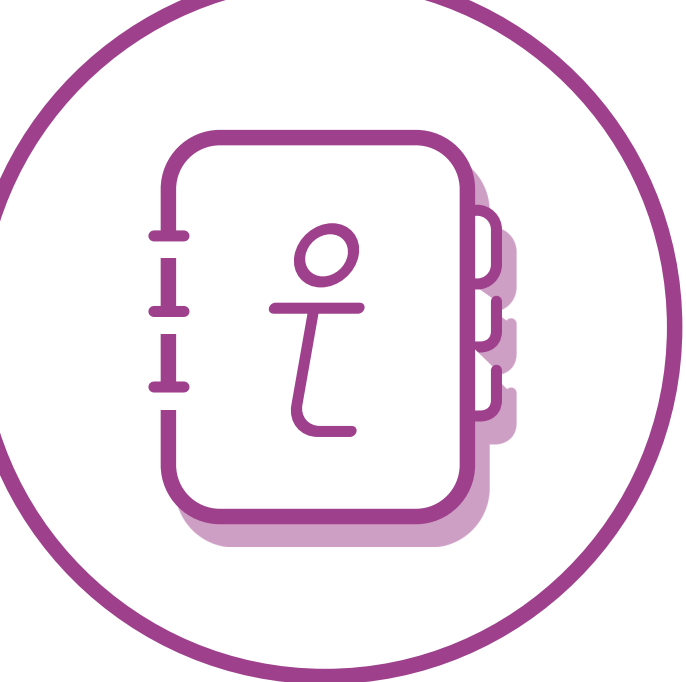
Thirty minutes from Lieusaint City, you can visit famous castles such as Fontainebleau or Vaux-le-Vicomte. You can also enjoy walking, climbing, or doing outdoor sports in the nearby forests.

There is a very diverse and reliable transport network to go to, and around Paris Center, visit the Ile-de-France area or visit other cities in France by train from Paris.

The city of Paris, the capital of France, is full of culture and history: art museums, historical buildings, exhibitions, festivals, concerts and great restaurants! You'll love it!







# The Grand Paris Sud campus & Overall Directory

School address

*Carré Sénart — 34 Points de Vue  
77127 Lieusaint*

Opening hours: from Monday to  
Friday  
9.00-17.30

<https://en.icam.fr/>

Your main  
contact

**Maryline Masson**

[maryline.masson@icam.fr](mailto:maryline.masson@icam.fr)

International  
Relations  
Office Manager  
(Incoming  
& Outgoing  
students)

*+33 (0) 1 81 14 10 25*

Opening hours:  
from Monday to Friday  
9.00-12.00

Director

**Matthieu Vicot**

Dean of Studies

**Séverine Catry**

(parcours intégré)

**Xavier Lefranc**

(parcours apprentissage)

**Nicolas Mellier**

(parcours ouvert)

Assistant Dean of Studies

**Maryline Masson**

(parcours intégré & ouvert)

**Clara Jules** (parcours

apprentissage)

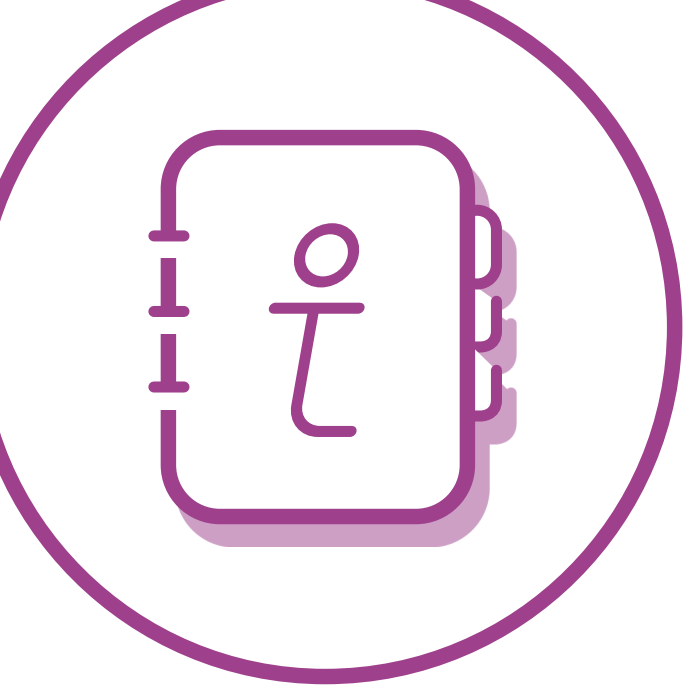
Campus Residence Manager

**Hélain Etenna**

Assistant Residence

**Alexandra Morel**





# The Grand Paris Sud campus & Overall Directory

## ACADEMIC DATES:

### ORIENTATION WEEK

First week of September or First week of February  
(Information Session, French courses...)

### SEMESTER DATES

#### For Year B3:

Fall Semester: Sept to end January

Spring Semester: February to early June

#### For Year M1:

Fall Semester: end September to end January

Spring Semester: early Feb to early July

#### For Year M2:

Fall Semester: early September to mid February

Spring Semester: early February to early July

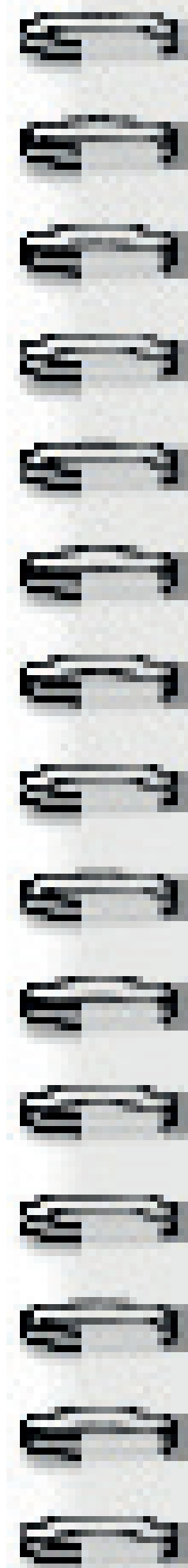






# Documents Checklist

To help you prepare for your arrival in France, we have summarized a list of documents that you would want to have at hand both in print and in digital format prior to your departure.



- ☐ **Passport** (with your visa if you have one) or **ID Card** if you're a European student
- ☐ **Visa** and/or **titre de séjour** where applicable (see [Formalities section](#))
- ☐ **Insurance** or **Health coverage** if you have one, or **European Health Insurance Card** if you're a European Student
- ☐ Certified copy of your **Birth Certificate translated into French** by a sworn translator. (Contact your local French Consulate or Campus France to get a list of certified translators).
- ☐ **Original Documents submitted to the French Consulate or Embassy** in your home country (You may be asked to show these documents when entering France).
- ☐ **Certificate of accommodation**



# Formalities

## BEFORE COMING TO FRANCE

### COST OF LIVING IN FRANCE

Depending on your student budget, studying in France may be expensive.

Campus France's website provides an accurate and up-to-date cost of living information in France. Please visit: <https://www.campusfrance.org/en/preparing-budget-student-France> for these up-to-date costs.

Below is a sample monthly budget for your reference:

|                                     |           |
|-------------------------------------|-----------|
| Housing                             | 400-500 € |
| Electricity*                        | €30       |
| Food and Groceries                  | 200-300 € |
| Transportation                      | 30-35 €   |
| Health Insurance                    | 220 €     |
| Mobile Phone Credit or Subscription | 2-35 €    |
| Internet Services*                  | 10-40 €   |

*\* if not already included in rental price of accommodation*

# Student visa

Depending on your nationality, your situation and the length of your stay, **you may need to obtain a visa to study or conduct research in France.**

If you are staying in France for **more than three months**, a Student Visa is required. You can obtain it from the **French representatives in your home country** (Embassy or Consulate).

In order to know if you need a visa, please visit the official website for the visa application to get accurate and up-to-date information: <https://france-visas.gouv.fr/>

If you want to have more specific information about your situation, ask the French services of your home country directly, or visit Campus France's website <https://www.campusfrance.org/en/the-different-types-of-visas>

Please bear in mind that **you are responsible for complying with the French laws regarding residence permits**. Anticipate and find out the legal requirements that concern you before your departure.



# Formalities

AFTER ARRIVAL IN FRANCE



## Student Visa Online Validation

If you have a student visa in your passport, you must **validate your visa on the OFII's website** (Office Français de l'Immigration et de l'Intégration) within three months of your arrival. A special session will be held by the **International Relations Office of your campus in order to help you do this procedure**. You can also do it on your own at:

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

In order to do the validation, you will need to have in your possession:

- ☐ a **valid email address**,
- ☐ **information about your visa**,
- ☐ your **arrival date** and **home address in France**,
- ☐ and a **€60 stamp** that you will need to buy on the same website.

**Validating your Student Visa is one of the first priorities after your arrival.** Besides being a legal requirement, it is essential to give you access to housing and social security assistance during your stay.





## Social Security enrollment

Registration to social security, *French Sécurité Sociale*, is **free and mandatory for all students in France**, whether French or international.

Non-European students must enroll in the *Sécurité Sociale* upon arrival.

This is also a **major priority** to be accomplished as soon as you arrive. A special session by the International Relations Office will be held to help you do this procedure. If you wish to do it on your own, you will have to do it online as soon as you register at school at:

<https://etudiant-etranger.ameli.fr/#/>

You will need to submit copies of the following documents:

- ❑ **passport**
- ❑ **visa** and/or **titre de séjour**
- ❑ **certificate of enrollment**
- ❑ **bank account details in France** (RIB number)
- ❑ **certified copy of Birth Certificate translated into French** by a sworn translator. (Contact your local French Consulate or Campus France to get a list of certified translators).
- ❑ **European Students must be subscribed to the European Health Insurance.**

The **European Health Insurance Card** must be requested prior to arrival in France. If not applicable, enrollment in the *Sécurité Sociale* is compulsory.



## MEDICAL VISIT

Non-European students, or European students without a European Health Insurance Card, will need to fill in a **medical form** during the application process.

This form is sent to the email address indicated by the International Office of your Campus. It is mandatory to complete the medical form prior to your arrival in France. If you are unable to do so, you will have to visit the **university's medical center** for a medical exam at your own expense.



## Opening a French Bank account

Having a French bank account will be necessary for your enrollment to the **French Social Security**, for applying for the **CAF**, and will make your life in France a lot easier!

Besides the above-mentioned cases, you will need it to **subscribe to a phone company** and to a **student transport card**. Please note that in France, you will also be required to give your **RIB** (*Relevé d'Identité Bancaire*), which is your bank account details, for many things!

### BUT WHERE TO OPEN A BANK ACCOUNT IN GRAND PARIS SUD?

We advise you to go to the Société Générale located at the [\*Westfield Carré Sénart 77,127 Lieusaint\*](#). Most of our international students open their bank accounts there.

You also have other banks in Lieusaint: *LCL, La Poste, Crédit Agricole*.

However, please bear in mind that when students from abroad wish to open a bank account, they are asked to provide a number of documents such as an **enrollment certificate** (*Certificat de Scolarité*), a copy of your **passport** or **ID Card**, and your **housing contract or certificate of accommodation**.





# Arrival

## PICK-UP SERVICE

We will be delighted to guide you upon arrival!

You will arrive either at **Roissy-Charles de Gaulle airport** or at **Orly airport**.

Be careful, if you take a taxi or an uber, Icam will not reimburse you for the costs. Same by train.

You can go on this website: <https://www.ratp.fr/en/itineraires> and check your itinerary from the airport to “**Icam site de Paris-Sénart**”.

Our address is : 34 Points de Vue 77127 LIEUSAINT







# Arrival

## ORIENTATION SESSION

Upon arrival on the campus, you will meet the entire Icam staff. You will meet your classroom and your professors. You will also be presented to Mrs. Séverine CATRY, Dean of Studies and to Mr. Stéphane DE LISLE, Business Service Manager for the MSI or MSR.

**Timetables, course methods and evaluation processes** will be discussed at the **Orientation Session**. Practical information for your studies at your campus and your new life in Grand Paris Sud and France will also be shared.

We encourage you to list all of your questions upfront and raise them during the Orientation Session. They can be helpful for you, and for the other students attending it.

## FRENCH CLASSES

As an international student, you will have the opportunity to improve or to acquire French language skills during your study program. French courses are held each semester, and are accompanied by cultural activities. These courses will not only help you speak French quicker, but will also help you understand the French culture and facilitate your integration.

## STUDENT CARD

International Students enrolled in a mobility program at Icam will get an **Icam student card** upon arrival.

During the application process, you must provide an **identity photo** in .jpeg format. The student card will give you **access to reduced fares for museums, cinemas and more**, and will be essential to **access the campus's buildings and facilities**.



# Arrival

## ACCOMMODATION

The Grand Paris Sud campus has a student residence also known as *Maison des Icam* or MI. The MI is committed to providing housing and thus supporting the education of a diverse student community.

Its mission emerges from a desire to **develop students** as vital, engaging, and open-minded individuals who are devoted to recognizing the dignity of all people.

We believe that living on campus is an integral part of the educational experience and promotes student success.

**Icam's residence** halls, in conjunction with other **campus organizations**, offer diverse activities to help students feel at home on campus. Activities include everything from academic, industrial, social, and recreational activities, to cultural, spiritual and humanitarian pursuits.

The three-story building houses:

- 70 apartments (18 m<sup>2</sup> or 28 m<sup>2</sup>) fitted with a bathroom (shower, sink and WC), slatted bedstead with mattress 90 × 190, desk, wardrobe, stool, shelves, drawers, roll-down shutters, kitchen. Each apartment has an internet connection.
- 228 bedrooms (12.5 m<sup>2</sup>) slatted bedstead with mattress 90 × 190, desk, wardrobe, stool, shelves, drawers and roll-down shutters. A shared area with living and dining spaces, and a kitchen (freezer, fridge, microwave, and hotplate).

There is a further 120 m<sup>2</sup> of shared areas that are available to students:

- a big hall run by students: bar, TV, organized evenings
- study room
- a laundry room with 3 washing machines and dryers
- closed bicycle garage
- closed parking space
- a gym and a bodybuilding room
- a chapel.

The residence is equipped with an automatic gate. Admission is gained by using a security badge. Each student has a personal key and a badge in order to enter and leave freely. Try not to arrive during the weekend and make sure you have scheduled an appointment by email with Alexandra MOREL and Hélain ETENNA.

The community life is managed by the Bureau des Résidents (BDR), or Residents' Office. Furthermore, the *Bureau des Elèves* (BDE), or Students Council, proposes different activities and promotes student events.



# Arrival

## ACCOMMODATION

Please keep in mind that the Icam residence has a limited number of places and therefore could not accommodate all the students. In order to guarantee a place for you (in case of vacant places), you should submit the application few months before of your arrival date at: [residence.paris-senart@icam.fr](mailto:residence.paris-senart@icam.fr)

Otherwise, you can find other alternatives:

- Moissy Residence:

<https://www.relaisjeunes.fr/je-cherche-un-logement/residence-moissy>

81RUEDEGRENADE-77550MOISSYCRAMAYEL-0164885451-senart@relaisjeunes.fr

- Colombier Residence - Lieusaint • LOGIFAC:

<https://www.logifac.fr/residence/la-residence-colombier-lieusaint/>

11, Bd Schoelcher - 77127 Lieusaint - 01 64 13 66 45

- Pyramide Residence - Lieusaint • LOGIFAC:

<https://www.logifac.fr/residence/la-residence-pyramide-lieusaint/>

2 rue du Bois de Bray - 77127 Lieusaint - 01 60 60 24 20





# Financial housing help

You may qualify for **rent subsidy** as an international student in France. If you do, the **CAF** (France's family assistance fund) distributes **monthly allowances** under one of two national programs (*APL-Aide Personnalisée au Logement*; or *ALS-Allocation de Logement à caractère Social*). Many international students already benefit from these programs. You can carry out an online simulation to verify your eligibility for the subsidy and if eligible, how much monthly assistance you are entitled to.

European students can apply their European Health Insurance Card. Non-EU students have to apply for the CAF at the same time as they apply for Social Security.

## HOW AND WHERE TO APPLY?

- ➔ Apply online to the *Caisse d'Allocations Familiales (CAF)* on [www.caf.fr](http://www.caf.fr)
- ➔ Fill in the **student file**, **print it**, attach the **required documents\*** and send them to the address provided by the CAF. This application is dependent on the CAF where your accommodation is located.



## DOCUMENTS REQUIRED:

- ☐ **RIB** (*Relevé d'Identité Bancaire*) provided by your French Bank when you open your French Bank account.
- ☐ Copy of **ID and/or passport**
- ☐ Copy of your **stamped visa** or **European ID Card**.
- ☐ **Birth Certificate** certified by a notary and translated into French by a sworn translator.
- ☐ Copy of your **accommodation contract**
- ☐ Proof of not evidence of **monthly income**

## EXCLUSIONS TO CAF APPLICATION

- ☒ You are sub-renting a place (except if the landlord accepts to give you a housing certificate "Attestation d'hébergement")
- ☒ You don't have a French bank account.





## Health

Please note that the **French social health system** is one of the best health care in the world, and it offers medical and health services for students, including **preventive and wellness services**. French health care coverage, provided under the *Sécurité Sociale* system, gives you **partial reimbursement of your health expenses** (visit to the doctor, medical check-ups, etc.), and **registration is free**.

Moreover, General Practitioners (*médecins traitants*) in France deal with all health problems from strep throats to back aches and specialists are specialized in pathology or part of the body. For example, dentists for the teeth, ophthalmologist for the eyes, etc.

Note that a visit to a specialist has to be prescribed first by a General Practitioner.







## Health

If you want to consult a **doctor**, you can go to the **Pôle Médical de Sénart** next to the campus: *18 Trait d'Union 77127 Lieusaint*. You can make an appointment here: <https://pole-medical-de-senart.com/>

If you have an **emergency**, you can go to the **Centre Hospitalier de Melun**, located at: *270 avenue Marc Jacquet 77000 MELUN*, open 24/24: <http://www.ghsif.fr/>

You can also make an appointment with a doctor on <https://www.doctolib.fr/>

### Consultations Fees:

GP: €25— €30/Specialist: €45–80€

Please note that fees can be higher if the doctor has to make a night visit, or a house visit, on a Sunday or on a public holiday.







# Student Life at Icam and Student Associations

## STUDY FACILITIES

You can do your homework and other school requirements in the “*Salle Projet*”, or Project Room, which is open all day. You can also enjoy the common rooms in residence to work with other students.





## The Grand Paris Sud campus

Icam will facilitate your arrival and integration to the school and to France:

- ➔ Welcome and Pick-Up Service: from the train station in Lieusaint
- ➔ Administrative assistance (CAF, opening a French bank account, post office, buying a SIM card, etc.)
- ➔ Help for the apartment installation at the residence
- ➔ Daily presence at The Paris-Sénart campus and residence if needed
- ➔ Integration at the campus and student activities
- ➔ Fun activities, trips in France and Europe during the semesters.





## The Grand Paris Sud campus and its community life

At the Grand Paris Sud campus, student community life is very rich! There are about **35 student associations**, focusing on various fields such as arts, sports, music, mechanics, spirituality, cooking, enology... The *Bureau Des Elèves*, aka BDE, is in charge of managing and supervising these associations.

All Icam students are welcome to join any of the clubs, and be at the heart of our student community. Besides gathering students around a common passion, student organizations help them enrich their personal and professional life! Indeed, organization, communication, and teamwork are major points used in these associations.

- ➔ For Grand Paris Sud International Students, the dedicated student association is the BDA (*Bureau D'Accueil* in French, **International Club** in English). BDA members dedicate themselves to guiding and supporting international students on campus. Feel free to approach any BDA member should you need assistance or guidance on whatever issue!







## The Grand Paris Sud campus

### HERE IS A LIST OF OTHER IMPORTANT STUDENT ASSOCIATIONS AT THE GRAND PARIS SUD CAMPUS:

- **BDE, Bureau Des Etudiants (Student Council)**, a 20-student team representing students in the school. They are in charge of coordinating and distributing the budget across the different student associations. The BDE also animates student life at Icam via organizing sports, cultural, and festive events! Don't hesitate to come and see us at the BDE Office if you have any questions or just need to talk with friends! It is open to all students every day at breaks and after courses. The BDE Office is dedicated to the student associations and can be used by the associations for meetings and planning sessions.
- **BDS, Bureau Des Sports (Sports Club)** is a student association that animates and coordinates all sports activities within the campus. The BDS offers the opportunity to participate in both team sports (rugby, soccer, tennis, basketball, ...) and individual sports (boxing, swimming, etc.). You are also free to choose to just practice for fun, or play against other schools in university tournaments. Other events such as Olympiads, interbatch competitions, sports tournaments, and many others are also organized by the BDS.
- **The Junior entreprise (Junior Company)** is an association that connects companies and students, providing solutions to its partner companies while giving learning opportunities to its student members. The *Junior entreprise* provides a springboard for Icam students to gain concrete experience in helping companies solve real industry issues.
- **BDArt, Bureau Des Arts (Art Club)** is dedicated to students' artistic souls. This association gathers musicians, choir members, painters, photographers, writers and dancers. Two key shows are organized by the BDArt every year to showcase its members' talents: the Christmas Dinner and the Talent Show. The writers' association within the BDArt also runs the Talus, the monthly school's newspaper.
- **BDMakers, Bureau des Makers (Handyman's Club)** offers many activities for mechanics, aeronautics, or innovation aficionados. The association reunites students for activities such as practicing car mechanics, go-karting, and build drones. They often use the school's Fablab which is a place of exchange where everyone's creativity is encouraged.

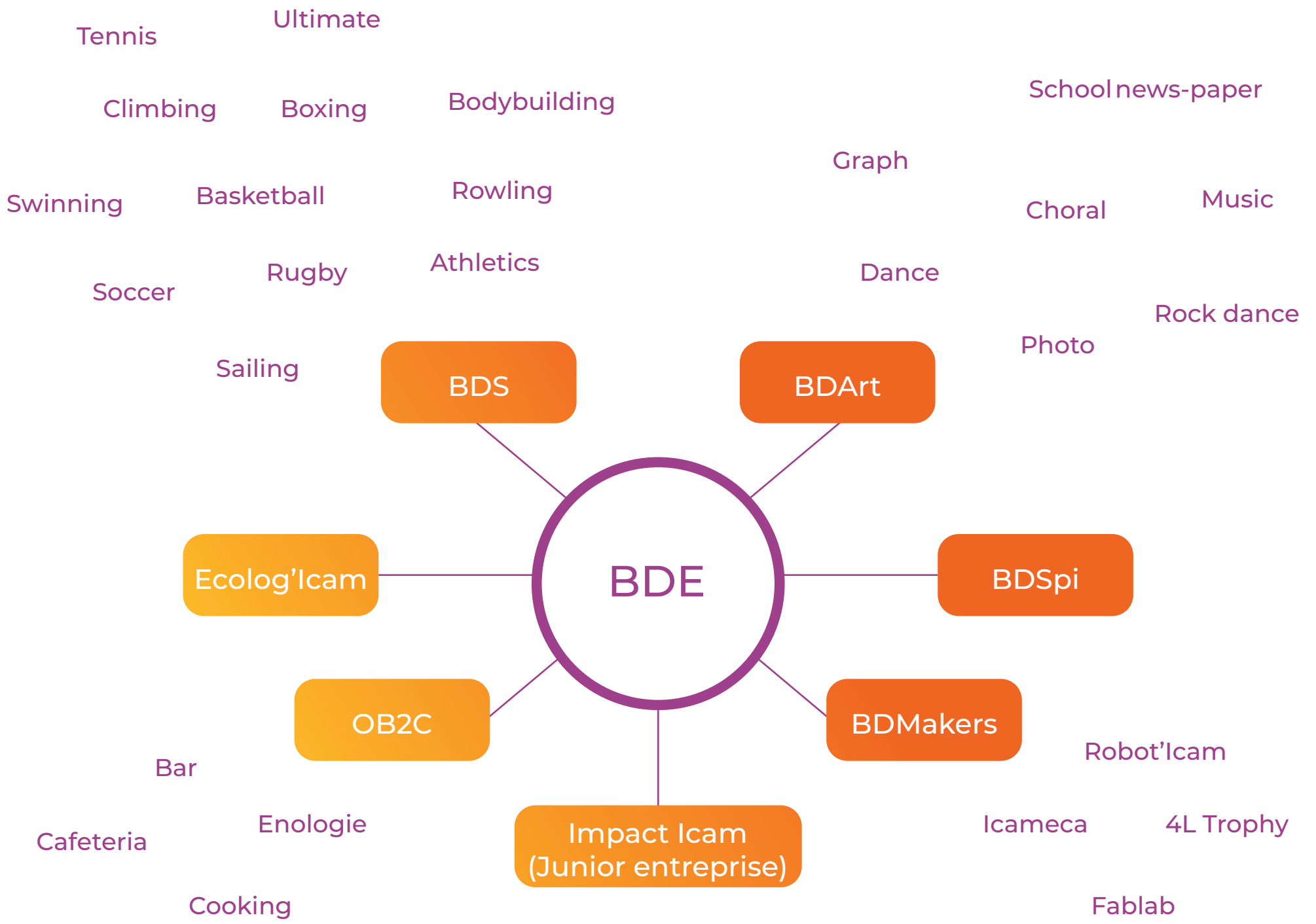


# The Grand Paris Sud campus

- **OB2C (Enology Bar Cafeteria Cooking)** is the association who discovers and analyzes wine tastes, and manages the residence's bar and kitchen. The OB2C also manages the school cafeteria which sells pizzas, sandwiches, drinks and snacks. These establishments which are very critical of student life are therefore run by students who love cooking, the art of flavors, and serving others.
- **Ecolog'Icam** association aims to raise environmental awareness and help students implement actions to help the environment. They propose a lot of activities including such as DIY, conferences, and "green walks".
- **BDSpi** is the office of spiritual life and organizes pastoral services throughout the year.

We offer everyone the possibility to join an association or sports and participate in almost every activity. If you want to be part of it, you will have to sign up to the association (and give a medical license for the BDS). To do this, contact the association's president if you know him, her or just present yourself to the BDE office. We will be more than happy to see you there!

You can see above our full student associations' organization:





# Around The Grand Paris Sud campus: Seine-et-Marne area

## LEISURE AND ACTIVITIES

### SHOPPING & RESTAURANTS

- Westfield Carré Sénart: [fr.westfield.com/carresenart](https://fr.westfield.com/carresenart)
- Auchan Boissenart : [bois-senart.fr/](https://bois-senart.fr/)
- La Vallée Village : [tbvsc.com/la-vallee-village/fr](https://tbvsc.com/la-vallee-village/fr)

### AMUSEMENT PARCS

- Disneyland Paris
- Parc Astérix

### CASTLES

- Château de Vaux-le-Vicomte : [vaux-le-vicomte.com](https://vaux-le-vicomte.com)
- Château de Blandy-les-Tours : [chateau-blandy.fr](https://chateau-blandy.fr)
- Château de Fontainebleau : [chateaudefontainebleau.fr](https://chateaudefontainebleau.fr)
- Provins, Medieval City: [provins.net](https://provins.net)

### FORESTS

- Forêt de Bréviande & Forêt de Sénart
- Forêt de Fontainebleau : [fontainebleau-tourisme.com/en/the-forest/](https://fontainebleau-tourisme.com/en/the-forest/)
- ➔ More information about Seine-et-Marne area and tourism: <https://tourisme.seine-et-marne-attractivite.fr/>





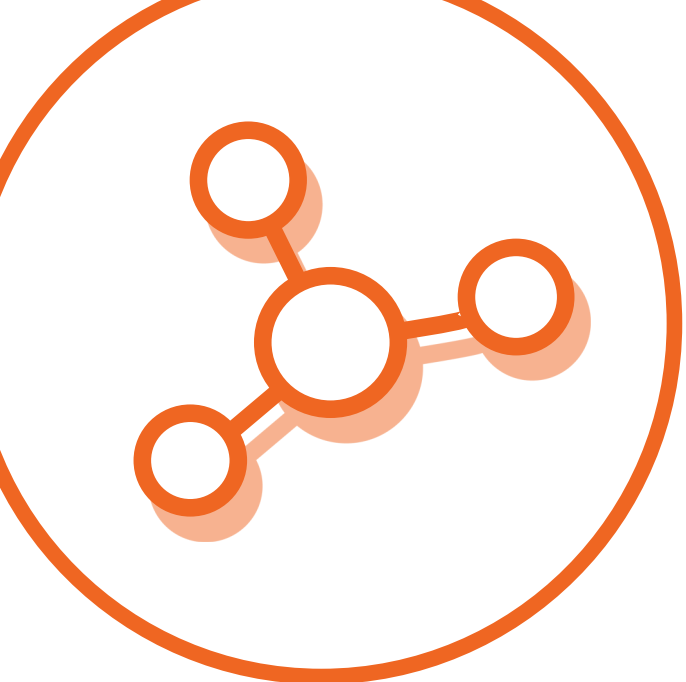
## In the city of Paris

(about 1 hour by train from the campus)

Paris has some beautiful sights! Here is a short list of the best tourism places to visit:

- Tour Eiffel: [toureiffel.paris/fr](https://toureiffel.paris/fr)
- Musée du Louvre : [louvre.fr/](https://louvre.fr/)
- Notre-Dame de Paris : [notredamedeparis.fr](https://notredamedeparis.fr)
- Bateaux-mouches de Paris : [bateaux-mouches.fr/fr](https://bateaux-mouches.fr/fr)
- Palais Garnier : [operadeparis.fr/](https://operadeparis.fr/)
- Arc de Triomphe : [paris-arc-de-triomphe.fr](https://paris-arc-de-triomphe.fr)
- Montmartre — Sacré-Cœur : [sacre-coeur-montmartre.com](https://sacre-coeur-montmartre.com)
- ➔ and many more: [parisinfo.com](https://parisinfo.com)





# Communication and connection

## POST OFFICE, ALSO *LA POSTE* IN FRENCH

Post Offices are usually open **weekdays** (9 a.m.—5 p.m.) and on **Saturdays** (9 a.m.—12 p.m.).

Mailboxes or “**Boîte aux Lettres**” are yellow and can be found everywhere in the city (often close to cafés/tabacs and intersections).

Good to know:

Your local Post Office can ensure your mail forwarding for 6 months or a year.

Please visit your Post Office and ask for the corresponding form. Then fill it and pay for a fee.

More info at: [www.laposte.fr](http://www.laposte.fr)

The nearest Post Office to the Paris-Sénart campus is located at **29 rue de Paris 77127 Lieusaint**.

## MOBILE PHONE

The mobile phone operators in France are: **SFR**, **Orange**, **Bouygues Telecom**, **Virgin Mobile**, **La Poste Mobile** (in the Post Office), **Free Mobile**. **Lebara** is the most prominent: <https://mobile.lebara.com/fr/en>

You can also buy international or national phone cards in tobacco stores or post offices.

## INTERNET

The Paris-Sénart campus has free Wi-Fi in its premises. Please ask to Hélain ETENNA for the connection.

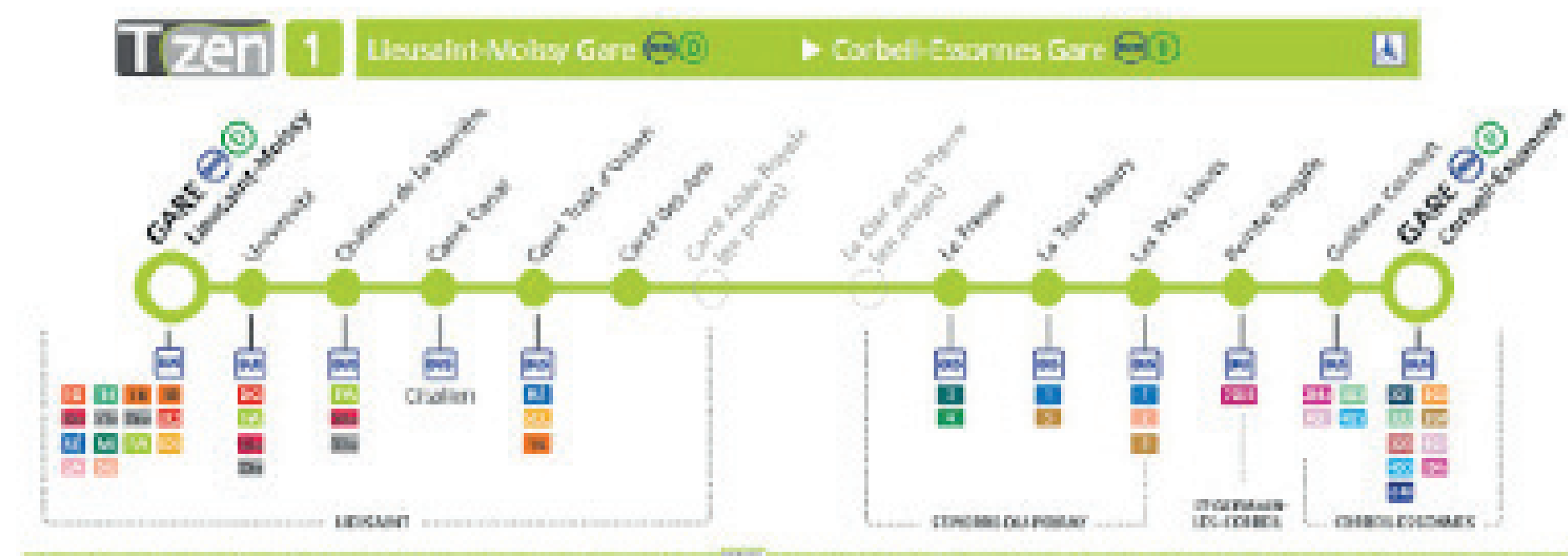
Off-campus Wi-Fi may be available in public areas (restaurants, libraries, shops, etc.). Alternatively, you can subscribe for a 3G plan with your mobile prepaid or subscription.



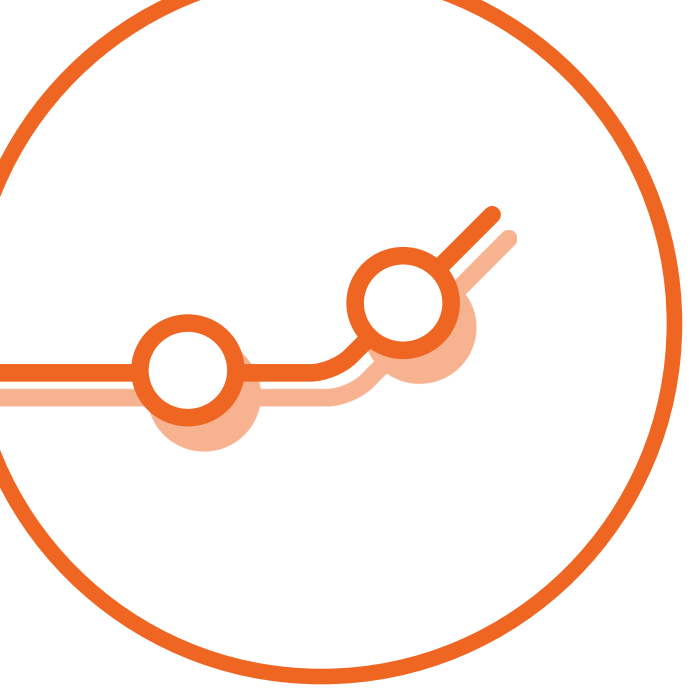
From **Paris, Gare de Lyon** station:

- ➔ Take **RER D** train and stop “**Lieusaint/Moissy**”.
- ➔ From the “**Lieusaint/Moissy**” RER station, take the **T-Zen Line 1 bus** and stop at “**Carré des Arts**”. The school is in front of the bus station.

Students can obtain reduced price bus-metro tickets with "Imagine R" card.







# Transportation

## CAR

Nationals of European Economic Area require a valid driving license. Non-EU citizens need international driving licenses, which may be requested from the motoring authority of their country. Vehicles need to have a valid registration and insurance, and a national plate of the approved size.

## TRAIN

There are some special reductions which can be obtained for train tickets.

Information, reservations, tickets:  
[www.sncf.com](http://www.sncf.com)

## PLANE

Airport: <http://www.parisaeroport.fr/>





## Other useful information

### FRENCH BANK HOLIDAYS

New Year “Jour de l’An”

Labor Day “Fête du Travail”

Armistice Day 1945

Easter “Pâques”

Ascension Day

Pentecost—Whit Monday “Pentecôte”

National Day “Fête nationale”

Assumption “Assomption”

All Saints’ Days “Toussaint”

Christmas “Noël”

**Jan 1**

**May 1**

**May 8**

**Monday in April or May**  
depending on the year

**Thursday in May**  
(depends on Lent calendar)

**Monday in May**  
(depends on Lent calendar)

**July 14**

**August 15**

**November 1**

**Dec 25**





# Other useful information

## EMERGENCY CONTACTS

European Emergency  
Call Number

(For Emergencies  
in the European Union)

**112**

Emergency Number  
for the Deaf

**114**

Health or Medical  
Emergencies  
(SAMU)

**115**

SOS Médecin  
for emergency  
at night and week end

**36 24**

Police

**117**

Fire brigade

**118**

## LOST OR STOLEN PASSPORTS

You must report the loss or theft of your passport or ID card to the police immediately. Declare it to the nearest **police station**, and keep the report for the follow-up.

A new passport request should be done to the **Embassy or Consulate** of your home country in France.

## LOST DEBIT AND/OR CREDIT CARDS

Lost or Stolen Cards: **+33 (0) 8 92,705,705**





**Welcome to Icam,**  
we hope you will enjoy your stay with us!

2021–2022