

Relations Internationales
International Affairs
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CROUS procedure for students

The different Residence Halls of the CROUS are:

- ❖ Jussieu Residence Halls, 3 Albert Einstein Avenue, 69100 Villeurbanne
- ❖ Althea Residence Halls, 3 Albert Einstein Avenue, 69100 Villeurbanne
- ❖ Einstein Residence Halls, 1 bis/ 1ter Albert Einstein Avenue, 69100 Villeurbanne

Office hours

Monday to Friday from 9:00 am to 1:00 pm and from 2:00 pm to 5:00 pm

In order to be assigned a room/studio, you must arrive on weekdays and before 3:00 pm. The Residence Hall office is closed the weekends.

Accommodation costs for the academic year 2017-2018

Payments in cash, by card, and by check are accepted.

CONCEPT	JUSSIEU	ALTHEA	EINSTEIN
Monthly rent	267€ (internet included)	385€ (internet included)	387€ (internet included)
Security deposit (1)	230€	250€	250€
Booking fee (2)	100€	150€	150€
Administration fees	10€	10€	10€
Renting of sheets (3)	10€	10€	10€

(1) The amount will be reimbursed to you at your departure if no damage to the property has been caused.

(2) Booking fees are bi annual (September and February)

(3) The rent of sheets is optional

The next documents must to be provided to the Residence administration at your arrival:

- The Housing contract
- The accommodation insurance certificate covering against fire and flood and Civil Liability. It is compulsory to give this document in order to obtain your room's keys. It is possible to buy it at the SMERRA agency which is located next to the Residence Hall or to buy it online:
<http://www.assurances-etudiants.com/>
- 3 passport photos
- A copy of your passport or ID Card

Other actions to be carried out during your stay at the Residence Hall are:

- To fill out and return the inventory of fixtures within the next 48 hours of your arrival.
- To pay the rent between the 1st and 10th of every month at the Administration office.
- **To give one month's notice prior to departure. The first step is to come see me and then I will send an e-mail to the Residence to let them know. If you don't do this, you will be charged by for one more month of rent after your departure.**
- To make an appointment with the Residence Administration before your departure to check the room's conditions. **The appointment can only have place on weekdays and not on weekends.**
- To provide your bank account details to the Administration so they will be able to reimburse you the security deposit by bank transfer.
- To fill out a special form in case of wanting to be reimbursed into a foreign bank account.

Best regards,

CPE Lyon
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