

Academic year 2023-2024

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CROUS procedure for students - Academic year 2023-2024

Before your arrival , you have to make an appointment with the CROUS on
<https://www.messervices.etudiant.gouv.fr/envole/>

The different Residence Halls of the CROUS are:

- ❖ Jussieu Residence Halls, 3 Avenue Albert Einstein, 69100 Villeurbanne
- ❖ Althea Residence Halls, 3 Avenue Albert Einstein, 69100 Villeurbanne
- ❖ Einstein Residence Halls, 1 bis/ 1ter Avenue Albert Einstein, 69100 Villeurbanne
- ❖ Archimède Residence Hall, 7 avenue Albert Einstein, 69100 Villeurbanne

Office hours:

Monday to Friday from 9:00 am to 1:00 pm and from 2:00 pm to 4:00 pm.
In order to be assigned a room/studio, you must arrive between Monday and Friday only.
The Residence Hall administration is closed the weekends.

Accommodation costs for the academic year 2023-2024:

Payments in cash or by card are accepted. Update of the rates on 01/09/2023.

CONCEPT	JUSSIEU	ALTHEA	EINSTEIN	ARCHIMEDE
Monthly rent	273€ (internet included)	397€ (internet included)	398€ (internet included)	410€ (internet included)
Security deposit (1)	230€	250€	250€	250€
Booking fees (2)	100€	150€	150€	150€
Renting of sheets (3)	10€	10€	10€	10€

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

(2) Booking fees are **bi annual** (You pay them **in September** and **in February**).

(3) The rent of sheets is optional.

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

- A copy of your passport or ID Card
- 3 passport photos
- 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 online:
 - <https://smerra.fr/4-assurances/7-assurance-logement>
 - <http://www.assurances-etudiants.com/>
 - <https://heyme.care/en/assurance/logement>
- The **Visa** obtained on messervices.etudiant.gouv.fr and on « **VISALE** »
- Your bank account information
- Proof of enrolment at CPE for the academic year 2023-2024
- The Housing documents from the Crous
- A valid residence permit (or receipt of application for renewal) for students from outside the European Union.

The 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 email to the Residence to let them know your date of departure. **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 Hall 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.