

## RENEWAL

**After a temporary residence permit or a long stay visa valid as a residence permit.**

**Each renewal implies immigration taxes to the State.**

**You need to bring 49 € in fiscal stamps (for a one year residence permit) or 79 € in fiscal stamps (for a residence permit valid several years) on the day when you receive your residence permit**

### Indications relatives à l'état civil

- **passport** (copy of the pages containing your personal data, validity dates, entry stamps and visas) ;
- **3 ID photos** - recent and similar (face clear – no hat or scarf) in French passport format 35mm X 45 mm – complying with official standards (ISO/IEC 19794 -s: 2005) (*no photocopy*) ;
- **your birth certificate with your parents' names or a full copy of your birth certificate**, with its translation in French by a certified translator ;
- if the student is married and/or has children : residence permit of the spouse (or ID) and family register (or recent wedding certificate + birth certificate of every child)
- **valid residence permit or long stay visa** as a residence permit with the OFII sticker/certificate ;
- **vignette/certificate by the OFII** (for the first renewal) ;
- **proof of health insurance** : a proof of social security CPAM or proof of a private insurance (except for Canadian students).

### Proof of address dated less than 3 months

- **renting contract or rent statement** (if you are renting) **and a utility bill** (electricity, gas, water, landline, internet access) ; or council tax ;
- **certificate** from the student residence ;
- **if you are staying in a hotel** : letter from the hotel dated and signed and your last bill ;
- **if you are being provided accommodation at a third party, you have to provide** :
  - written certification of accommodation dated and signed by your host mentioning your date of arrival at his/her place ;
  - copy of his/her valid ID or his/her valid residence permit ;
  - proof of ownership (or council tax or renting contract) **and** a recent utility bill (electricity, gas, water, landline, or internet access) in his/her name.

### Proof of your current studies

- **final registration certificate for 2019-2020** in a school of higher/secondary/professional education (+ student ID) **and** ;
- **school certificate** with the level and length of studies
- **any document which shows what you studied** the previous school year: diploma, certificate or attestation of completion **and** report cards or exam notifications

## **Proof of sufficient financial means**

Your monthly financial resources must be at least equivalent to the amount of the basic monthly allowance given to French scholarship holders (that is say **615 €** in accordance with the decision of the Ministry of Foreign Affairs from July 9<sup>th</sup>, 2003).

Mandatory documents :

- **bank certificates** showing that the student has at least **615 €** every month from September 2018 to August 2019 (bank statements, payslips and work contract; scholarship statement from the board/official organisation of your country of origin mentioning the amount and the length of the scholarship) **or** ;
- **written certification of a third party** who commits in taking responsibility for the student, with : a copy of his/her valid ID or a copy of his/her valid residence permit, his/her 3 last payslips and his/her last tax assessment
- **students who hold a scholarship from the French government and beneficiaries of European programs** must also comply by the criteria of sufficient resources. So they must provide a proof of their situation :
  - Certificate of scholarship (with its translation) and ;
  - Recent statement of the last payment and bank statements of every month from September 2018 to August 2019

## **BE AWARE**

*Failing classes consecutively or not attending classes during your studies will lead to the **refusal of the renewal** of your residence permit the following year.*

- ❶ - Every document must be provided in original and with a copy
- ❷ - Every document in a foreign language must be translated by a certified Translator called "Expert-Traducteur assermenté" and must be stamped and signed by the translator
- ❸ - Further information or documents may be asked, if necessary, during the examination of your file
- ❹ - In any case, you will not be given a residence permit, even a temporary one, if your application file is not complete

## **CONVOCAION**

**LAST NAME :**

**First name :**

**Nationality :**

**Date of reception of your residence permit (at the Préfecture) :** on \_\_\_\_ / \_\_\_\_ / 2019