

## Arrival Checklist

Before you leave home, make sure you bring the following with you, for:

### Your Arrival:

- Valid passport (not required for Europeans, an ID card is sufficient)** for at least six months after the start of your classes. If not, apply for a new one as soon as possible.
- The appropriate student visa for your studies at NEOMA** (if applicable – see [Step 2: Visa](#) for more information)
- Travel insurance (optional)** to cover any loss of luggage or delays/cancellation of your flight (*N.B. It is possible that students who apply for visas will be asked by the French embassy to take out a travel insurance with repatriation in case of serious health problems, accident etc. and have a health certificate of non- contagion (dated no more than 6 months before your arrival), details of your inoculations and information on any health problems you may have which a doctor would need to know in case of ongoing treatment or accident*).
- Directions on how to reach your campus city** (see [Step 5: Travel Plan](#) for detailed directions, including a PDF version to download in case you don't have data upon arrival).

### Your Health:

- Before departure, visit your doctor if you have any **ongoing medical conditions**, to make sure you have a good **supply of medicine** and a **letter from your doctor**, or medical notes, translated into French or English, to help when you register with a doctor in France.
- European Health Insurance Card (EHIC)** - for European students ONLY.
- International health insurance contract** for students staying in France for 4 months or less.
- Official copy of your birth certificate (all pages)** for students who will register with the **French National Health Insurance** or the **CAF Housing Allowance**.

#### Requirements for birth certificates vary depending on the country of birth:

- For individuals born in Armenia, Azerbaijan, Belarus, Cameroon, Canada, Estonia, Georgia, Iran, Iraq, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldova, Mongolia, Romania, the United Kingdom, Russia, Tajikistan, Thailand, Turkmenistan, Ukraine, Uzbekistan, and Vietnam, the birth certificate is valid for life.
- For Algerian nationals, only birth certificates issued in Arabic are accepted.
- For individuals born in China, Japan, Turkey, and other countries that provide notarized documents, the birth certificate must be less than one year old and must specify the register from which it was issued.
- If the birth certificate has been issued by a foreign authority in a foreign language, both the original document and an official translation must be provided. However, for documents in European languages (including English, Spanish, and Portuguese) and Turkish, only the original document is required.

### Your Accommodation:

- Confirmation** of your **accommodation reservation** along with the **contact details** for your new home (name, exact address, phone number).
- If you have secured a room or apartment with the CROUS via the housing application, please ensure that you **schedule your check-in appointment** with them in advance on <https://messervices.etudiant.gouv.fr/>.
- If you arrive late in the day or on a weekend, you may not be able to access your housing reservation on the same day. Make sure you **book a place to stay for that first night or two!** (Airbnb, youth hostel, etc.).
- Housing insurance attestation** (information to come during our Housing Campaign).
- Adapter /converter** for electricity plugs, if needed.
- Ensure that you bring (or purchase upon arrival) your own **bedding** for your room, if not provided with your housing reservation. You are advised to verify this in advance - in our Housing Offer for the CROUS residences, on Studapart, or in your private rental contract.

### Everyday Needs:

- Make arrangements for **funds to cover living costs and accommodation** to be transferred to your French bank account once you open it. **Do not bring large amounts of cash.** Arrange to have enough cash on you to cover living cost (food, housing...) during your first days in France only.
- Ensure you bring appropriate **winter clothing** for your stay in France, as temperatures can be quite harsh during the colder months (November-March). You may want to bring a warm coat, scarf, hat, gloves, boots etc.
- Unblocked cell phone** for international calls and/or for it to accept a French SIM card.

### In Case of Emergency:

- Address and phone number of your NEOMA HUB:**
  - Paris HUB: 6 rue Vandrezanne, Immeuble Zenith, 75013 Paris +33(0)1 73 06 98 00
  - Reims HUB: +33(0)3 26 77 47 47
    - Campus 1: 59 rue Pierre Taittinger, 51100 Reims
    - Campus 2: 120 avenue d'Épernay, 51100 Reims
  - Rouen HUB: 1 Rue du Maréchal Juin – 76130 Mont-Saint-Aignan +33(0)2 32 83 57 00
- Electronic copy of your passport and visa** in your private e-mail account or on your phone, so that you can access them immediately in case of an emergency. We also suggest e-mailing them to close family.

**You're now set to go. 😊**  
**Safe travels and see you soon!**