WELCOME BOOKLET

international students
We are delighted that you have chosen to join École normale supérieure de Lyon. We are always happy to welcome new students, teachers and teachers-researchers as well as new administrative and technical staff. Every new academic year is an important moment for ENS de Lyon, both for colleagues returning to work after the summer break and for those who are starting out on their "first year" at ENS de Lyon. 

You are joining a team who works in a very special place, where everyone, whatever their role and status in ENS de Lyon, share the same passion for knowledge and the same culture of curiosity and excellence. I hope that, as you meet new people and make new discoveries on campus, you will grow to appreciate and love the unique spirit of ENS de Lyon.

But what is an École normale supérieure exactly? The vocation of an ENS is to train the researchers and teachers-researchers of tomorrow, to be engaged in breakthrough research, and to make significant progress in the knowledge of the future. Research and learning or vice versa, learning and research, are our main goals, and life at ENS de Lyon is built on these two principles.

The adjective "normal" that forms part of our name represents our ambitious academic goal to create the "norm". The "S" in ENS de Lyon stands for "supérieure" which means higher in English, for ENS de Lyon’s contribution to higher education.

ENS de Lyon is the heritage of ENS de Fontenay and Saint-Cloud, founded at the end of the 19th century, at the time of the Jules Ferry laws which established free, secular and compulsory education in France. ENS de Lyon celebrated its 30th anniversary two years ago. It has also always played a significant role in the development of the University of Lyon-Saint-Étienne. Our structures also include the French Institute of Education, giving us a particular responsibility in terms of education, and notably higher education.

Today, ENS de Lyon is ranked amongst the top 5 French Higher Education facilities and research centers*, as well as being classified as one of the 10 best small universities in the world**. We are proud of this recognition that mirrors our vision of creating an international society of knowledge. ENS de Lyon is a place to work but it is also a place that has its own pulse. Not only because a good number of students live on campus but also because, if we wish to fulfill our goals, they have to be experienced and shared. At ENS de Lyon, faculties interact with each other; you can take on an active role in one of the Advisory Boards of ENS de Lyon; participate in different associations; attend some of the many cultural and scientific events… there are so many ways to get involved in campus life and to make a difference, whatever your language, faculty or skills.

So, to get to know ENS de Lyon, you will need a helping hand and a few guidelines to find your feet on campus and this is precisely what this guide sets out to do.

We are happy to welcome you on board at ENS de Lyon.

All the best for the new academic year!

Jean-François Pinton
President of ENS de Lyon

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*QS Ranking 2019
**THE Ranking 2018
ENS de Lyon is a founding member of the ComUE Université de Lyon. Today, ENS de Lyon is helping develop the Université de Lyon 2020-2030 Project, with the goal of promoting the institution as one of the world’s top universities.

ENS de Lyon is also a member of the CHEL[s], Collège des Hautes Études-Lyon Science[s].
ENS DE LYON, STUDY FOR RESEARCH

ENS de Lyon is an elite French public institution that trains professors, researchers, senior civil servants as well as business and political leaders. Students choose their courses and split their time between training and research in Sciences and Humanities. Built on the tradition of ENS de Fontenay and Saint-Cloud, founded in 1880, ENS de Lyon also focuses on educational research. It is a symbol of French republican meritocracy and it remains committed today to disseminating knowledge to the widest audience and to promoting equal opportunity.

ENS de Lyon is part of Université de Lyon and supports quality research that has earned it a Fields medal (Cédric VILLANI, 2010) and many CNRS medals. It encourages interdisciplinary studies to foster a better understanding of complex contemporary issues.
THE DAI - INTERNATIONAL AFFAIRS DIVISION

The International Affairs Division (DAI) promotes, coordinates and implements the international policy of ENS de Lyon.

Its goals:
- increase the ENS de Lyon’s outreach on the international scene, by assisting the implementation of the communication policy and promotion of ENS de Lyon;
- ensure the monitoring of developments in research and training on an international level;
- develop and coordinate partnerships on an international level (training and research);
- foster, manage and promote mobility, both inbound and outbound (for students, teachers-researchers, administrative staff, etc.);
- lead and assist in international projects;
- coordinate activities with internal and external partners.

ORGANIZATION OF THE DIVISION OF INTERNATIONAL AFFAIRS (DAI)

Director: Philippe MAURIN
Responsible of Student Mobility Office: Élodie MEYNARD
Responsible of International Cooperation and Partnerships: Karin KIM LIM

The DAI is located on the ground floor of D2 building, Descartes campus (see p. 18-19).

Contact: Nadine DONGUY (Incoming mobility)
international@ens-lyon.fr

LYON, AN IDEAL CITY FOR STUDENTS

Congratulations! You chose Lyon, France’s second biggest city in terms of student population, with 130,000 students including 15,000 international students. The city as a whole has an ideal size and energy; big but not overwhelming, dynamic yet relaxed, cosmopolitan and affordable. It’s also ideally located – less than two hours by train from Paris, Marseille, Geneva and Europe’s finest ski slopes.

Lyon is widely praised for its enviable quality of life, mind-blowing gastronomy and UNESCO world heritage architecture. The city boasts a rich history and buzzing cultural life. It’s renowned for its spectacular Fête des Lumières, atmospheric concerts during the Nuits de Fourvière, ravishes movie buffs during the Lumière Film Festival and hosts the world-known Contemporary Art Biennial and Dance Biennial.

In 2018, the magazine L'Étudiant qualified Lyon as the best French city for students. Also, in the QS World University
GENDER EQUALITY

THE GENDER EQUALITY CHARTER
A Gender Equality Charter was signed in 2013 by the Ministries of Women’s Rights and Higher Education, Research and Innovation.
Within this framework, ENS de Lyon has mobilized its resources, committing to policies of diversity in the workplace and professional equality with the aim of transmitting a true culture of equality to fight against discrimination.
ENS de Lyon has commissioned two gender advisors: Christine DETREZ, a sociologist, and Vivien VERGÈS, a legal advisor. Their goal is to work on a daily basis to spread a culture of equality, prepare students to develop professionally, update how equality is measured and commit to greater diversity in certain sectors. It also aims at ensuring a general climate of respect.

EQUALITY COMMISSION
In 2017, ENS de Lyon established an Equality Commission to:
- lead the setting-up of an information campaign on ENS de Lyon’s policy and the rules in force, for all genders at key moments: the new academic year, welcoming new students, etc.;
- set up, on each site, a dedicated mailbox, so that men and women can alert others, anonymously, about situations encountered;
- develop the procedure to be followed in case of sexual harassment, in compliance with applicable regulations. A counseling unit is available for anyone who is a victim or a witness of sexual or gender violence;
- investigate gender and sexual violence issues through a specifically dedicated committee.

AWARENESS AND COMMUNICATION CAMPAIGN
Initially in 2017, and then in 2018, ENS de Lyon set up a campaign against gender and sexual violence. Each campaign was communicated on all of ENS de Lyon’s sites, downloadable on the intranet of ENS de Lyon and available at the Communication department.

TRAINING ACTIONS
The members of the Equality Commission and the Medical Service received training on psycho-social and legal aspects of sexual harassment. ENS de Lyon incorporated this training as part of its training plan, including student associations, administrative services, service managers, departments and research structures.

MEASURES TO PROMOTE EQUAL ACCESS TO DIFFERENT AREAS AND CAREERS
For the past three years, ENS de Lyon has actively supported the operation “La Science, un métier de femmes”, in partnership with the Aslan Labex and high schools to combat gender stereotypes in girls’ career choices. ENS de Lyon has many female teachers-researchers working in associations that promote access to scientific jobs for girls.
In its recruitment and career management policy, ENS de Lyon is progressively working towards gender equality at different levels of the career of a teacher-researcher.
You can consult all the information on the ENS de Lyon French website: “L’École/Nous connaître/Nos engagements/Égalité femmes-hommes”.
You will also find the text of the President’s commitment to combat sexual and gender-based violence, two CLASCHES documents: the “Vade-mecum à l’usage des établissements” and the “Guide pratique pour s’informer et se défendre”, as well as a practical guide for public communication with no gender stereotyping.

Contact:
referentes.egalite@ens-lyon.fr
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**DESKTOP:**

- **ST. DAVID'S DAY:**
  - First Sunday in Lent
ACADEMIC YEAR 2019-2020

Start of the academic year: Monday August 19, 2019
1st semester: from Monday September 16, 2019 through Friday December 20, 2019
2nd semester: from Monday January 13, 2020 through Friday April 24, 2020

- WARNING: changes to scheduled classes due to holiday dates can be made within the administrative deadlines set by the establishment for 2019-2020 (not yet defined).


HOLIDAYS 2019-2020

Fall break: from Saturday October 26, 2019 to Sunday November 3, 2019
Christmas/Holiday break: from Saturday December 21, 2019 to Sunday January 5, 2020
Winter break: from Saturday February 29, 2020 to Sunday March 8, 2020
Spring break: from Saturday April 25, 2020 to Sunday May 3, 2020
Spring public holiday: from Thursday May 21, 2020 to Sunday May 24, 2020

ANNUAL OR WEEKLY ACTIVITIES 2019-2020

Classes for non-specialists: every Monday from 4:30pm to 6:30pm
Sporting activities, cultural activities or student clubs: every Thursday afternoon
Meeting with the jury of the competitive entrance exam and the CPGE literary professors: Friday November 22, 2019 (afternoon)
“Careers’ Day”: Thursday November 28, 2019 (afternoon)
Ski week: from Sunday January 19, 2020 to Sunday January 26, 2020
GETTING ADMITTED

Students from around the world can come to ENS de Lyon as part of an exchange program, through ENS de Lyon’s competitive entrance exam or based on their academic record. They can apply for a Master’s, enroll in a PhD or carry out an internship in one of ENS de Lyon’s laboratories. Study programs are tailored to students’ individual needs and various scholarships can help them fund their stay in France.

HOW CAN YOU JOIN ENS DE LYON

EXCHANGE PROGRAMS

L3, M1, M2
Bilateral agreements, ERASMUS, BCI (Quebec), or ORA (Ontario) for a 1 or 2 semesters study period recognized by the home university. Pre-selection by the home university.

MASTER’S PROGRAMS

M1, M2
Examination of the student’s academic record by a recruitment commission. Selection criteria: quality of the candidate’s academic profile, motivation and personal project in line with the program content.

RESEARCH INTERNSHIP

M1, M2
Examination of the student’s academic record by the laboratory. Selection criteria: quality of the candidate’s academic profile, motivation and personal project in line with the program content.

BECOMING A NORMALIEN

L3
Admission through a very competitive exam giving a specific status to successful students.

PURSUING A PHD

3 ways to pursue doctoral studies:
- PhD,
- International Joint Doctorate,
- International Joint Supervision of a doctoral thesis.

LANGUAGE PROFICIENCY

Proficiency in French and/or English is required to be accepted to ENS de Lyon. Contact your department for more information on their specific conditions.

Contact: international@ens-lyon.fr
http://www.ens-lyon.fr/en/
FINDING ACCOMMODATION

ENS DE LYON HOUSING

ENS de Lyon can accommodate some 500 students in its halls of residence, each of them having a watchman.

Priority access for international master’s and exchange students (non-European and newcomers), but depends on the number of available accommodations.

Different types of accommodation: bedrooms, 3, 4 or 5 rooms apartments, with rent ranging from €200 to €450. The campus also features 2 student restaurants managed by the CROUS, one on each site.

Please note that the Housing Office will indicate you the type and number of your room when you arrive. More details (equipment, services, practical information and photos) about the Debourg Residence of Monod’s campus at: http://www.ens-lyon.fr/en/campus-life/accommodation/debourg-residence


Be careful, the residences are not equipped with:
- bed linen (sheets, blankets, pillows);
- cooking utensils.

Access to computer resources is activated upon enrolment at ENS de Lyon through the provision of a personal access code and password. The connection to a personal computer is established using a straight RJ45 cable (not provided).

Telephones are available in the rooms for receiving internal and external calls only. External calls may be made using prepaid cards which use numbers beginning 0 0800.

OTHER OPTIONS

Students can opt for other alternatives:
- to be hosted by a French family in Lyon: www.expat-agency-lyon.com;
- to live in an intergenerational cohabitation: http://www.esdes-intergenerations.net/ and “Le Pari Solidaire Lyon”;
- to rent a small apartment in a private student hall (18 to 40m²): http://www.studilodge.fr/international-student.html;
- flatshare: https://www.appartager.com/.

Off-campus accommodation:

OBTAINING A VISA

You are not concerned by visa procedures if you are an European citizen (European Economic Area, European Union, and the following countries: Switzerland, Iceland, Lichtenstein, Norway, Andorra, Monaco, The Republic of San Marino, The Vatican City).

In any other case, as regulations may change at any time, please refer to information given by the French embassy or consulate in your home country.

Contact:
https://france-visas.gouv.fr/web/france-visas/accueil
PREPARING FOR DEPARTURE

Before you leave, check the following:

WELCOME DAYS
Upon your arrival, a full Welcome Week has been settled especially for international students: courses in French as a foreign language (depending on your level), cultural activities, administrative information... All you need to know for a perfect start at ENS de Lyon.

This Welcome Week will take place from Saturday August 24, 2019 to Saturday August 31, 2019.

We ask you to arrive on Thursday August 22, 2019 or Friday August 23, 2019 to take full advantage of Welcome Week.

BUDGET
You will need at least €700-800 per month to live decently in Lyon. For the first month, you may need more than €1000 to meet expenses related to your arrival.

Be sure to have enough cash in euros, or a way to access funds from a bank machine, to pay for your initial costs such as tuition fees (except for exchange students), home insurance, transportation, food, housing, furnishing...

An idea of the cost of living in Lyon
- Rhônexpress (https://www.rhonexpress.fr/en): express tram between Lyon – Saint-Exupéry airport and Lyon city center. €15,20 single ticket (online price);
- Subway-bus: €15,10 for a ten-ticket book valid on the bus, tram and subway (or monthly subscription of €31,80).
- Food: about €300 per month;
- A meal at one of the CROUS restaurants: around €3,50;
- A 250g stick of French bread: €0,90 on average;
- A ticket to go to the cinema: €6 or €7 student price;
- High-speed inter-city train (“TGV” in French) from Lyon to Paris: €60 if you have a card reserved for young students, which also costs €50 a year for subscription. You can buy online “Prem’s” tickets which are much cheaper, but it is a good idea to plan your trip three months in advance.

COMMUNICATION
Make sure you can use your mobile phone or have sufficient means to purchase calling credits in France.

Also, check if your phone is compatible with French SIM cards.

WEATHER
Lyon has a temperate climate. Temperatures and rainfall vary with the seasons.

For more information: www.meteofrance.com.

WHAT TO PACK

TENTATIVE LIST OF DOCUMENTS TO BRING WITH YOU (originals whenever it’s possible):
- passport or national ID card (for EU citizens);
- birth certificate (for non-European citizens, bring the original and a French translation by an assermented translator in France or the Embassy of France in your home country);
- health insurance certificate (EU citizens will need their European Health Insurance Card; students from Quebec will need form SE401Q102bis or SE401Q106);
- health records (in case of serious illness) and your original medical prescription, as well as a French version made out by your doctor in case, for people following a particular drug treatment (pill, medical treatment, etc.);
- proof of financial resources (scholarship certificate, bank statement...);
- French Immigration and Integration Bureau (OFII) form received from the French consulate (for non-EU citizens);
- letter of acceptance to ENS de Lyon;
- proof of housing in France;
- diplomas and transcripts (originals translated into French or English).

ITEMS TO BRING WITH YOU:
- power adaptors (for your phone, computer, etc.),
- bed linen and towels,
- bilingual dictionary,
- suitable clothing,
- laptop, other devices and their chargers.
HOW TO GET TO LYON

BY PLANE

Lyon – Saint-Exupéry international airport (46 international and 32 national links) is less than an hour drive from Lyon.

It can easily and quickly be reached via the Rhônexpress (https://www.rhonexpress.fr//en):
- Departure: every 15 minutes
- Duration: 30 minutes
- Cost: €15,20 per person or €13,40 if under 25 years old

BY TRAIN

- From Paris Roissy – Charles de Gaulle airport or Paris Gare de Lyon train station to Lyon Part-Dieu or Lyon Perrache train stations: 30 high-speed trains daily (two-hour journey);
- From Marseille: 1 hour and 40 minutes.

  ● http://www.voyages-sncf.com/

You may also want to use the Ouigo high-speed train service, which usually operates from/to remote train stations but at a more affordable price (starting price from Paris – Marne-la-Vallée to Lyon – Saint Exupéry: €10).

  ● http://www.ouigo.com/

BY BUS

A broad range of destinations at very affordable prices (starting price from Paris to Lyon: €5):
- Megabus: http://freu.megabus.com/
- Flixbus: https://www.flixbus.fr/
- IDBus: https://www.oui.sncf/bus
- Eurolines: http://www.eurolines.fr/en
ENS de Lyon is located in the Gerland area of the 7th district of Lyon, near the Pasteur bridge on the left bank of the Rhône.

• RENÉ DESCARTES SITE
  15 parvis René Descartes, 69007 Lyon
  Tel. N°: (04 37 37) 60 00
  Security (PC Sécurité)
  D1 building
  Ground floor, Forum Pécaut
  Tel. N°: (04 37 37) 60 61
  Open 24/7
  On-site fire department: 64 64

• DIDEROT DE LYON LIBRARY
  1 parvis René Descartes, 69007 Lyon
  Reception
  Tel. N°: (04 37 37) 65 00
  Security (PC Sécurité)
  Tel. N°: (04 37 37) 64 22
  On-site fire department: 64 64

• FERDINAND BUISSON BUILDING
  19 allée de Fontenay, 69007 Lyon
  Tel. N°: 04 26 73 11 00
  On-site fire department: 64 64

• JACQUES MONOD SITE
  46 allée d’Italie, 69007 Lyon
  Tel. N°: (04 72 72) 80 00
  Security (PC Sécurité)
  Reception – ground floor
  Tel. N°: (04 72 72) 81 51
  Open 24/7
  On-site fire department: 64 64

• IGFL SITE (Institut de Génomique Fonctionnelle de Lyon)
  32-34 avenue Tony Garnier, 69007 Lyon
  Reception/Security (PC Sécurité)
  Tel. N°: 04 26 73 13 00
PUBLIC TRANSPORTATION

From Lyon – Saint-Exupéry airport: take the Rhônexpress tram to the Part-Dieu train station, then change to the subway (line B), take a train for “Gare d’Oullins” as far as the “Debourg” station.

From the Part-Dieu train station: take the subway (line B) for “Gare d’Oullins” as far as the “Debourg” station.

From the Perrache train station: take the tram (line T1) to either “ENS Lyon” (for Monod site) or “Debourg” (for Descartes site).

• On-site maintenance operator at Descartes:
  Bruno BLONDOT / Tel. No: (04 37 37) 31 50
  Ground floor of the residence A
  Offices from Monday to Friday between 4pm and 6pm.

• On-site maintenance operator at Monod:
  Sébastien GÉRARD / Tel. No: (04 72 72) 89 19
  Ground floor of the residence (building E)
  Offices from Monday to Friday between 4pm and 6pm.

http://www.tcl.fr/

FINALIZE YOUR ACCOMMODATION

To rent housing, you need to provide:
- housing insurance (that covers fire and water damage) including civil liability insurance;
- a surety bond from your guarantor (except for students on campus residence of ENS de Lyon). The guarantor is the person who agrees to pay your rent if you are unable to do so. The guarantor must be a French resident and be creditworthy. International students who do not have a guarantor can use the new rent guarantor scheme called Visale (www.visale.fr);
- a security deposit equivalent to at least one month’s rent. The deposit will be returned to you if there are no damages to your housing unit and if you have paid your rent and charges;
- an inventory of fixtures at check-in and check-out;
- signature of a tenancy agreement drawn up by the landlord. The agreement must state the duration of the lease, the rental price and the terms of payment. Pay close attention to the rent specified in the agreement: this may or may not include rental charges.

The contract is concluded for a maximum period included between the installation date and July 10, 2020.

No extension is possible beyond this date.

WARNING: a month’s notice of departure is required in the event of an early termination (form available on the ENS de Lyon’s website, “Se loger” section and to be returned at residence@ens-lyon.fr.

HOUSING ALLOWANCE

CAF (Caisse d’Allocations Familiales) is a family benefits organization. As a student renting an apartment in France, you are eligible for housing allowance (called “Aide Personnalisée au Logement” or “APL”) on conditions (please refer to the website below). The amount depends on the location of the apartment, its surface area and the student’s income.

• Caisse d’Allocations Familiales
  67 boulevard Vivier Merle – 69409 Lyon Cedex 03
  Tel. No: 08 20 25 69 10 – www.caf.fr/

REGISTER AT ENS DE LYON

Information will be given at your arrival by the International Mobility Office.
OBTAIN YOUR RESIDENCE PERMIT

Depending on your visa status, you may need to apply for a residence permit upon arrival.

Usually, if you have a 3 months VCS short-stay visa or a six months visa you are not concerned with this procedure. Long-stay visas (between 6 and 12 months) usually serves as a residence permit but you have three months from your date of arrival in France to validate it (once arrived, please ask for an appointment with the International Mobility Office to prepare your application). But, as rules may vary depending on your citizenship, it is strongly recommended to contact the International Mobility Office of ENS de Lyon prior to your arrival to check which conditions apply to you.

WARNING: you have three months to do the necessary for your residence permit. If you don’t respect the procedure, you will be considered as an illegal resident.

Contact: international@ens-lyon.fr

BANK ACCOUNT

If you plan on staying in France for a long period of time, we recommend that you open a French bank account for several reasons:
- avoid paying charges, especially if the currency of your country is not the Euro;
- be able to benefit from the National Health Scheme;
- own a payment card (“carte bancaire”) as well as a checkbook.
In France, a checkbook is very useful to make payments, including your rent. If needed, bank agencies also provide housing insurance for students.

HOW TO OPEN A BANK ACCOUNT IN FRANCE?

To make an appointment, go directly to an agency. Bring:
- your passport,
- your visa,
- a proof of residence,
- an admission letter established by ENS de Lyon.
Usually, opening a bank account for a relatively short period of time is free. However, prices depend on the agency.

WARNING: do not forget to close your account when leaving France.

GET YOUR HEALTH INSURANCE

HEALTHCARE SYSTEM

In France, international students are covered by the French social security system, often referred to as “la sécu”.
Social security includes health insurance, which reimburses part of your medical expenses. You are responsible for paying the rest, unless you have taken out complementary health insurance, known in French as a “mutuelle”.

HEALTH INSURANCE

You are a non-EU student, you study in France:
- more than three months: you will need to obtain health insurance coverage (compulsory and free). You need to register at www.etudiant-etranger.ameli.fr whatever your age. In order to register for social security (CPAM), you must make an appointment with the International Mobility Office to prepare your application;
- less than three months, you must be covered by your home country’s health insurance or by a private insurance with the detailed guarantees translated into French or English.
European health insurance cardholders cannot sign up for student social security: you must obtain the European Health Insurance Card from your Social Security Office or provide detailed proof of private health insurance coverage (translated into French or English) and valid for the duration of your stay in France.
If you are from Quebec, you do not need to sign up for student social security. However, you must present form SE401Q106 to the Primary Health Insurance Fund (CPAM), which will give you a document to present when receiving healthcare services. Your medical expenses will be reimbursed by the CPAM.

**COMPLEMENTARY INSURANCE**

For better coverage of your medical expenses, you can take out a complementary insurance. You can choose between different student insurances such as:
- SMERRA: https://smerra.fr/
- LMDE: https://www.lmde.fr/
- ADH: https://www.assurances-etudiants.com/

**ENGLISH-SPEAKING DOCTORS IN LYON**

To help you:

This website provides a list of English-speaking general practitioners and specialists available in Lyon, French emergency numbers, a list of the main hospitals and pharmacies as well as their location. Alternatively, the French social security website (http://www.ameli.fr/) is a mine of information that can provide you with the names and addresses of all practitioners in any city in France (along with the French Yellow Pages).

**TRANSPORTATION**

Public transportation in Lyon is managed by the TCL:

**TICKETS AND PASSES**

At each tram stop and subway station, you will find an automatic ticket machine where you can buy tickets and renew your TCL card.

**Go to a TCL agency (Hôtel de Ville, Bellecour, Gorge de Loup, Perrache, Part-Dieu….) with your:**
- ID card or passport,
- ENS de Lyon enrollment certificate,
- Housing certificate in France.

**VÉLO’V**

Vélo’v is a bicycle sharing system run by the city of Lyon. You can borrow bicycles anywhere, anytime at one of the 350 stations spread across Lyon and Villeurbanne. Annual subscriptions start from €31 (adults) or €16,50 (below 25 years old). For every journey, they start charging you from the 31st minute (first 30 minutes are free).

- https://velov.grandlyon.com/

**MULTISERVICE UNIVERSITY CARD**

ENS de Lyon is a member of the ComUE Université de Lyon which brings together most of the higher education institutions in Lyon.

All staff and students of the member establishments of the ComUE have a multiservice card. You will be given this card when you enroll at ENS de Lyon. This card can be used to:
- enter the premises of ENS de Lyon;
- pay for food and drinks at the CROUS university restaurants and cafeterias;
- borrow documents from the libraries.

**Contact:** assistance-badges@ens-lyon.fr
or by telephone at (04 72 72) 87 78
for the Monod site and at (04 37 37) 65 94
for the Descartes site.

*Monod site:* GN2-004 ground floor, from 9am to 12pm and from 2pm to 4:30pm (every day except Tuesdays and Thursdays afternoons).

*Descartes site:* Training building D2.016, from 2pm to 5pm (Tuesdays and Thursdays afternoons).

In case of loss or theft of your multiservice card, inform the Badge Office as soon as possible so that it can be blocked. A replacement will cost €10, payable to the Accounting department, in D2.041 on the Descartes site (in case of theft, you will be required to present a form of proof, and no payment will be applied).

For specific problems with your Izly money card, please contact the Student Welfare Office (CROUS) directly: assistance-izly@crous-lyon.fr. Please note that, after printing your card, you will need to wait 48h to receive an activation email, at your @ens-lyon.fr address.

**IT ACCOUNTS**

All ENS de Lyon students have access to the Internet through their personalized account.

**ENS DE LYON ACCOUNT**

Once your registration is complete, you can access your account directly using your student email address:
first_name.family_name@ens-lyon.fr.

This account also enables you to access ENS de Lyon’s intranet portal. Do not forget to check your account regularly since all the administrative departments will contact you through this address.

**WARNING:** use of the ENS de Lyon’s IT resources is subject to compliance with the ENS de Lyon’s Charter of Use for IT resources.

- **Read the Charter of Use on ENS de Lyon’s intranet:**
  [http://intranet.ens-lyon.fr/dsi](http://intranet.ens-lyon.fr/dsi)
  “Sécurité et légalité” section
FOOD AND DINING

The campus features 2 student restaurants managed by the CROUS, one on each site, with balanced menus at a low price for lunch time (from 11:30am to 2pm). They are closed on Saturdays and Sundays and during Christmas and summer holidays.

**WARNING:** Monod’s restaurant will be closed for renovation throughout the year.

To make your day easier:
- pay your meals securely with your Izly card;
- use the Izly app to view and recharge your account;
- use the CROUS mobile app to consult the menus of the day.

AND FOR A SNACK…

Join us every working day from 12:30pm to 2pm and from 6:30pm to 8pm at the “foyer” of Monod site and the “Kfêt” of Descartes site, maintained by the Student Union members.

Coffee, meetings, music and table football guaranteed.

- **Locations:**
  - Foyer Monod: basement, between the Teaching and the Research buildings
  - Kfêt Descartes: ground floor of building A of the Residence
  - Gerland Cafeteria/ISFA: 50 avenue Tony Garnier, 69007 Lyon

MAIL

Mail is distributed by the Post Office in the mailboxes on the campus residences. Don’t forget to specify your apartment number when you give your address.

It is not possible to receive parcels. Please use specific Pick-up Points (“Points Relais”) for your deliveries.

FIRE SAFETY AND SECURITY

They are provided 24 hours a day on all buildings by 4 security teams who manage, among other things:
- fire prevention by preventive measures,
- drafting and control of fire permits,
- first aid,
- calling the emergency services,
- 1st and 2nd stage interventions,
- evacuation and fire extinguisher training,
- assistance in organizing festive and cultural events,
- video-protection,
- checking of badges, pedestrian accesses and vehicles,
- management of technical alarms.
THE DIDEROT DE LYON LIBRARY

A multidisciplinary library of study and research, the Diderot de Lyon Library provides more than 1.2 million documents at its two sites, Descartes and Monod, and offers access to a wide range of electronic documentation (magazines, eBooks, heritage documents).

On the Descartes site are all the collections of Literature, Languages, Humanities and Social Sciences, collections specialized in education, heritage collections. The library also has a video library and a map library. The collections of the research laboratories in Literature and Humanities are located at the Research Documentation Center (CDR, Research building).

On the Monod site (1st floor, near the Teaching section), you will find Science documentation (Mathematics, Computer Science, Physics, Chemistry, Biology and Earth Sciences).

On the website, you will have access to the catalogue, electronic resources, etc. as well as a presentation of all the library services.

● To access the catalogue and the online resources of the Diderot de Lyon Library, go to:

REPROGRAPHY

PRINTING DOCUMENTS

For small and large quantities of photocopies or for any type of work (printing, binding, etc.), contact the Reprography department and they will tell you what to do.

Discounted rates can be applied depending on the quantity and type of printing.

Prints can be in color or in black and white; various formats are available. You can also have your documents bound.

● Descartes site, Artemisia building, basement,
  Contact: reprographie@ens-lyon.fr
  Tel. N°: (04 37 37) 60 91 / (04 37 37) 60 92

PRINTING AT SELF-SERVICE POINTS

If you need to print a small number of photocopies, photocopiers are available. On the Descartes site, they are located in D2.023 (Teaching building), in the library of the Descartes site and in the lobby of Building A of the students’ residence.

On the Monod site, they are located in the departments. You must have a “Sedeco” card or use your electronic student card. You can buy a card or top it up at Sedeco terminals:
- in the lobby of the Descartes site,
- in the lobby of the Diderot de Lyon Library,
- in the lobby of the Monod site.

AT THE STUDENT UNION OFFICE

Students can print documents free of charge in a self-service room (150/year for Student Union members, 50/year for non-members). To do this, just go to the website:

IT SERVICES

E-SERVICES

They are accessible from the institutional site of ENS de Lyon:
www.ens-lyon.fr/en/ on “E-services Platform”.
Examples: changing your password, accessing your personal/shared documents, sharing large files, checking room reservations, making assistance requests, checking your email and calendar, getting information on the courses…

ASSISTANCE

In the event of a problem with hardware, Wi-Fi or email.

● Contact: http://assistance.ens-lyon.fr
  then click on “Direction Systèmes d’Information”

COMPUTER ROOMS

There are computer rooms at your disposal.
- on the Descartes site, the room D2.023 of the Teaching building is equipped with 16 microcomputers connected to the Internet and a photocopier-printer to be used with a Sedeco card;  
- on the Monod site, 3 computer rooms are available: room No.001 (ground floor), rooms No.125 and No.171 (1st floor). These rooms have 60 computers with a Linux system (and a Windows virtual machine), and a file and computational server. Room No.001 is equipped with a high-capacity printer, co-managed by the Student Union members and the International Division;  
- at the Diderot de Lyon Library, there are internet-connected computers for documentary uses. On the mezzanine (Descartes site – competitive room), an office space (Microsoft Office suite) is available; at the Monod site library, about 15 computers are connected to the Internet for documentary use.

**CONNECTION TO WI-FI NETWORK**

ENS de Lyon has two Wi-Fi networks: Eduroam, a secure platform, and Eduspot, an open platform. You can connect to the Internet anywhere in France from Eduspot points.  
**WARNING:** there is no Wi-Fi in the residences of the Monod site (wired connection); only the residences of the Descartes site are equipped with Wi-Fi.

**STUDENTS’ PERSONAL COMPUTERS**

The DSI does not provide assistance for personal computers.

**LOAN OF TECHNICAL MATERIAL**

The ENS Media department can lend you video cameras, cameras, etc.

- **Contact:** ens.media.assistance@ens-lyon.fr  
  **Reception desk of ENS Media:** ground floor of the Artemisia building, Descartes site

The Information Systems Division can lend you a laptop (Windows System or MacOS) for 2 weeks.

- **Contact:** Information Systems Division (DSI)  
  http://assistance.ens-lyon.fr  
  then click on “Direction des Systèmes d’Information”.

**INFORMATION COMMUNICATION**

Use your email address @ens-lyon.fr to receive and communicate information.

**TO FIND ALL THE INFORMATION YOU NEED**

**Website**

- **international website:** www.ens-lyon.fr/en/  
  ENS de Lyon’s website for international students, teachers-researchers and staff…
- **official website:** www.ens-lyon.fr  
  All the latest news about ENS de Lyon (“Agenda” section), training information, researchers’ publications, student life…
- **intranet website:** https://intranet.ens-lyon.fr  
  Information about ENS de Lyon, classified ads…
- **learning Platform:** http://etudes.ens-lyon.fr  
  Information on classes, educational information…

**In-house communication**

**ENTre nouS**, the internal newsletter, designed by the Communication department, keeps you updated with all the latest news (upcoming scientific and cultural events, campus life, etc.). You can also find classified ads (rental, purchase/sale…) from students at ENS de Lyon. You receive it every week by email at your @ens-lyon.fr address.

**Email**

- The information you receive by email can come from different senders:
  - The President: email marked as sent by “Président”
  - The General Director of Services: email marked as sent by the “Direction générale des services”
  - Studies: email marked as sent by “Vice-présidence Études”
- Subscription-based emailing lists:
  - tous.culture@ens-lyon.fr: the Cultural department communicates on all cultural events organized by ENS de Lyon;
  - tous.manifestations.scientifiques@ens-lyon.fr: research and training use the list to announce all scientific demonstrations organized at ENS de Lyon.
To communicate information
The Communication department works in synergy with ENS de Lyon’s departments and student associations to relay and promote the highlights of campus life through the various communication media at ENS de Lyon and its networks. It ensures that the graphic charter on all student documents is respected.
- to promote your events using the different media of ENS de Lyon (website, social networks, screens in entrance halls…), go to the welcome page of the website (www.ens-lyon.fr), “Agenda” section, then click on “Ajouter un événement”.
- to communicate a classified ad, go to the intranet (https://intranet.ens-lyon.fr), “Petites annonces” section;
- to consult the graphic guidelines: on the intranet homepage to the right, click on “Charte graphique et documents de communication”.

Contact:
Aude RIOM, Communications Director
communication@ens-lyon.fr

PREVENTIVE MEDICINE SERVICE

Monod site:
46 allée d’Italie (close to the fountain, facing the entrance of the CROUS).
Tel. N°: (04 72 72) 85 76
Open from 7:45am to 4:30pm from Monday to Friday 7:45am to noon on Wednesdays.

Descartes site:
ground floor – building D2 (entrance next to the gym entrance).
Tel. N°: (04 37 37) 61 37
Open from 9am to noon on Mondays, Wednesdays and Thursdays 9am to 5pm on Tuesdays and Fridays.

NURSES
Sandrine TONADRE: referent for the students at Monod site,
Virginie de CHARENTENAY: referent for the students at Descartes site,

Myriam GRATALOUP: referent for the employees and PhD students.
They perform first aid care but also technical, educative and relational care on students and employees. They ensure the follow up of medical record with the doctors; they welcome, listen and if needed, guide towards appropriate medical structure. It is recommended to contact them by email or to call them before meeting them in order to know their availability and set up an appointment.

PSYCHOLOGIST
Consultations take place at the Descartes nurse’s office.
They are free, anonymous and last around 45 minutes. The appointment needs to be set up with the nurses:
service.medical@ens-lyon.fr

DOCTORS
Dr JOLY and Dr LAPORTE: referent for employees,
Dr RONZIÈRE and Dr BUSSIÈRE: referent for students.
For the newcomers, you will be contacted by email to set up a medical examination and/or an interview with a nurse during the year. The goal of this appointment is to verify the compliance between your health and your studies/work, to advise and/or guide you towards customized patient care according to your needs. It lasts 45 minutes.

Medical secretary: (04 72 72) 88 13
secretariat.medical@ens-lyon.fr
Liliane COHEN is available every day from 8:30am to noon.

DISABILITY MISSION
ENS de Lyon is committed to supporting students with disabilities. Our aim is to provide appropriate assistance and accommodations to students with a disability or health problem (whether physical or psychological) so they can pursue their studies under the best possible conditions.

Contact: Thibaut CHAMBRIARD,
mission.handicap@ens-lyon.fr
STUDENT ASSOCIATIONS

A flurry of student associations plays a key part in ENS de Lyon’s campus life, whether in the fields of culture, arts, sport or humanitarian action. ENS de Lyon also hosts myriad conferences, performances, concerts and exhibitions – exciting events for everyone.

LIST OF THE STUDENT ASSOCIATIONS

- ALIENS
  aliens.contact@ens-lyon.fr
- ARCENSIEL
  arcensiel.bureau@ens-lyon.fr
- ASSOCIATION DES ÉTUDIANTS INTERNATIONAUX
  asset.bureau@ens-lyon.fr
- ASSOCIATION SPORTIVE
  sport@ens-lyon.fr
- BUREAU DES ÉLÈVES
  bde@ens-lyon.fr
- CHAMP LIBRE
  champlibre.production@gmail.com
- CONFÉR’ENS
  conferens.bureau@ens-lyon.fr
- DÉMESURES
  demesures@ens-lyon.fr
- ENPLASTIK !
  enplastik@ens-lyon.fr
- ENSCÈNE !
  contact@enscene.org
- ENSEGUIDA
  contact.enseguida@gmail.com
- ENSEIGNER
  enseigner@ens-lyon.fr
- ENTHÈSE
  enthese@ens-lyon.fr
- ENVERTS
  enverts.bureau@ens-lyon.fr
- FÉDÉRATION DES ASSOCIATIONS DE L’ENS DE LYON
  federation@listes.ens-lyon.fr
- IALA INVITATION À L’ANTIQUE
  invitationalantique@gmail.com
- ITINÉRENS
  itinerens.lyon@gmail.com
- LES SALOPETTES
  les.salopettes@yahoo.fr
- ORCHESTRE SYMPHONIQUE DES GRANDES ÉCOLES DE LYON
  contact.ogelyon@gmail.com
- POLLENS
  pollens@ens-lyon.fr
- REVUE LA GRIFFE
  revue.la.griffe@hotmail.com
- TRENSIOR
  redaction@trensistor.fr

ASSET

ASSET is the student association for international students. The students take part to our Welcome Week and help our international students in their first steps at ENS de Lyon. They can assist you for administrative formalities for example. ASSET also proposes different events all year long.
SOLIDARITY FUND FOR STUDENT INITIATIVES (FSDIE)

A financial tool for solidarity and cultural events, the FSDIE, to which the Alumni Association contributes, provides two types of assistance: social assistance to help students in a difficult situation; support collective projects of association or student groups to provide cultural events on campus, including sports, environmental or humanitarian initiatives for other students at ENS de Lyon or for the larger university community.

If you wish to apply, you need to make an appointment to receive an application form which once completed needs to be handed in at the Student Life and Alumni department.

• Contact: Madj CASOLI, FSDIE
  madj.casoli@ens-lyon.fr

SOCIAL WORKERS

For the foreign students, please contact the Social Service of the CROUS:
04 72 80 13 25 – 59 rue de la Madeleine, 69007 Lyon

ALUMNI OFFICE

“Alumni” comes from Latin which literally means “pupil”.
The main activity of the Alumni Office is to identify, organize and connect the Alumni network from the Fontenay, Saint-Cloud and Lyon sites. The Alumni Office works in partnership with the Alumni Association (http://lyon-normalesup.org).

Its main activities are:
- the management of the Alumni ENS de Lyon site,
- the organization of the new academic year conference,
- the development of a professional network,
- the organization of Careers fair (in November): round table discussions for businesses.

SPORTS

The sport facilities of ENS de Lyon are available to members 7 days a week. ENS de Lyon has two gyms, one of which is equipped with a climbing wall (100m² with a 10m section of overhang), a tennis court, 2 weight rooms as well as a dance room. Equipment is available free of charge (badminton and tennis rackets, balls…).

REGISTRATION

Registration to the sport activities will be valid after the payment of the fees and a medical certificate.

SCHEDULES AND BOOKING

- sport activities schedule is available online
  http://www.ens-lyon.fr/campus/sport/activites-sportives
- timeslots between 12pm and 2pm are reserved for the free use of students and staff: indoor football, volleyball, badminton and basketball.
- book facilities at resa.sport@ens-lyon.fr or directly at the site.
All the arts are present throughout the campus, with numerous facilities, associations, staff and external partners to promote artistic events. Some of the different places to produce and discover artistic creations are:
- **the Artemisia Gallery** that mainly hosts art exhibitions. It is equipped with the best equipment to present artwork (lighting, sound, etc.). The Cultural Affairs department programs events and regularly promotes new exhibits;
- **the Kantor Theater** is a theater-school that reflects the specificity of ENS de Lyon by combining research and training. It hosts the activities of the Arts section (master class, dramaturgy workshops, etc.), participates in the dissemination of scientific activities (film screenings, seminars, etc.) and offers a creative space for students (ENScène, CNSMD…). The theater’s program, open to everyone, is established by a commission based on a biannual call for projects (in May and November);

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By developing the Alumni network, ENS de Lyon fulfills its educational goal: providing expertise and skill sets, education, career development… Former students are the “memory” of the institution, the network helps to sustain its spirit while opening it up to others.

**Contact:**
Barbara VASSENER, Alumni Office,
barbara.vassener@ens-lyon.fr

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**CULTURAL FACILITIES**

At ENS de Lyon, there are cultural activities for everyone (open to all staff and students as well as the general public) created by student associations, training departments and research laboratories.
- **two workshops** on the Descartes site for **visual arts and photography**. They are accessible to all students through ENplaStik! which organizes courses and coordinates the use of the film development laboratory;

- **the hall of the Diderot de Lyon Library** is the place for numerous thematic exhibitions and meetings with writers and researchers;

- other spaces such as the **Dutilleux Hall** (D2.008, Descartes site), the **Félix Pécaut forum** (Descartes site), the **Verrière** (open only to the ENS community) in front of the library (Monod site) can also accommodate concerts, exhibitions or other forms of artistic expression.

ENS de Lyon also has a TV studio and a recording studio run by ENS Media.

*Find out more at:*

www.ens-lyon.fr/campus/culture

www.ens-lyon.fr/savoirs/culture-sciences-et-societe

*Contacts:*

- **culture@ens-lyon.fr**
  
  To organize artistic and cultural projects at ENS de Lyon.

- **kantor@ens-lyon.fr**
  
  For the Kantor Theater program.

- **ens.media.assistance@ens-lyon.fr**
  
  For audiovisual equipment.
JEUNES AMBASSADEURS’ PROGRAM

If you are a foreign student and have decided to pursue your studies in Lyon, make the most of your stay by becoming familiar with the rich cultural environment of your host city by meeting major institutional and business leaders thanks to the Jeunes Ambassadeurs’ program. The program for a Jeune Ambassadeur lasts 6 months (from October to April) during which time the students will form a pair with their “business coach” and attend different events. Also, each student will put together a project linking – economically, culturally, scientifically, etc. – France and their home country. This project will be submitted to the association, and the successful ones will be rewarded. After benefiting from this program, upon return to their home country, the Jeunes Ambassadeurs will be able to communicate on the expertise of the companies and the relations established with their directors, encourage contacts between members of the Jeunes Ambassadeurs network, and facilitate international partnerships by communication information, finding required correspondents, etc.

For more information about the program, check the link: http://www.jeunes-ambassadeurs.com/

CULTURE

CARTE MUSÉES

The Carte Musées gives you full access to 6 local museums for a year (date to date), for both permanent collections and temporary exhibitions. It also gives you discounts to the Musée des Confluences (€6) and the Musée Jean Couty (€4).

CARTE CULTURE

Just like the Carte Musées, the Carte Culture gives you full access to 6 local museums for a year. It also includes a library card available in all public libraries in Lyon for a year.

PASS CULTURE

The Pass Culture gives you access to 4 shows of your choice for the whole year among the 57 cultural institutions in Greater Lyon. It also gives you discounts to the famous Festival des Nuits Sonores. This pass is for students only, available for €18 with the presentation of your student card.
ENS DE LYON RECEPTION

DESCARTES SITE  (04 37 37) 60 00
- Security for Descartes site: (04 37 37) 60 61
MONOD SITE  (04 72 72) 80 00
- Security for Monod site: (04 72 72) 81 51

SCHOOL INFIRMARY

DESCARTES SITE  (04 37 37) 61 37
MONOD SITE  (04 72 72) 85 76

OUT-OF-HOURS MEDICAL ASSISTANCE

FIREFIGHTERS:  18
PARAEMICS (SAMU):  15
EMERGENCY RAPID RESPONSE UNIT (SMUR):  04 72 11 63 80
POLICE EMERGENCY SERVICES:  17
EMERGENCY DOCTORS (SOS MÉDECINS LYON):  04 78 83 51 51

OUT-OF-HOURS GP SERVICE
(evenings, week-ends and public holidays)
Tel. N°: 04 72 33 00 33

ÉDOUARD HERRIOT HOSPITAL
5 place d’Arsonval, 69003 Lyon
- Reception, Tel. N°: 0825 0825 69
- Emergencies, Tel. N°: 04 72 11 69 53
- Psychiatric emergencies, Tel. N°: 04 72 11 00 09

POISON CONTROL AND INTOXICATION EMERGENCY CENTER
Services by Pr DESCOTES
Tel. N°: 04 72 11 69 11

SAINT-JOSEPH/SAINT-LUC HOSPITALS
20 quai Claude Bernard, 69007 Lyon
- Reception: 0826 28 81 81
Admissions: 90 rue Pasteur, 69007 Lyon

DENTAL EMERGENCIES
Sundays and public holidays, contact the SAMU paramedics
Hôpital Édouard Herriot, 5 place d’Arsonval, 69003 Lyon
Tel. N°: 04 72 11 03 61

ODONTOLOGY FACULTY
Supervised students from the faculty provide free consultations
11 rue Guillaume Paradin, 69372 Lyon Cedex 08
Tel. N°: 04 78 77 86 78

MEDICAL AND PSYCHOLOGICAL SUPPORT CENTERS
- Le Magdalena
  37 rue de la Madeleine, 69007 Lyon
  Tel. N°: 04 78 58 49 09
- Espace Gerland
  245 avenue Jean Jaurès, 69007 Lyon
  Tel. N°: 04 37 65 35 13

OUT-OF-HOURS GP SERVICE
(evenings, week-ends and public holidays)
Tel. N°: 04 72 33 00 33

ÉDOUARD HERRIOT HOSPITAL
5 place d’Arsonval, 69003 Lyon
- Reception, Tel. N°: 0825 0825 69
- Emergencies, Tel. N°: 04 72 11 69 53
- Psychiatric emergencies, Tel. N°: 04 72 11 00 09

POISON CONTROL AND INTOXICATION EMERGENCY CENTER
Services by Pr DESCOTES
Tel. N°: 04 72 11 69 11

MGEN HEALTH CENTER
44 rue Feuillat, 69003 Lyon
Tel. N°: 04 72 11 30 09

COOPERATIVE OPTICAL CENTER
29 quai Victor Augagneur, 69003 Lyon
Tel. N°: 04 78 62 64 70
LYON CAMPUS

The website for students in Lyon: www.lyoncampus.info
Accommodation: www.crous-lyon.fr

TRANSPORTATION

Public transport in the city of Lyon: www.onlmoov.com
• TCL (subway, tram, bus): www.tcl.fr
• Vélo’v (bike rental): https://velov.grandlyon.com
• Carpooling: www.covoiturage.grandlyon.com
• Bluely (rental of electric vehicles): www.bluely.eu
• Citiz LPA (car rental): https://lpa-city.coop
• Géovélo (bicycle routes planner): www.geovelo.fr
• Coraly (real time traffic information): www.coraly.com
• Oura (transportation in Rhône-Alpes): www.oura.com

EVENTS, LEISURE AND CULTURE

https://www.lyon.fr/culture
https://www.petitpaume.com
http://lyon.citycrunch.fr

UNIVERSITIES

Université Claude Bernard Lyon 1 : www.univ-lyon1.fr
Université Lumière Lyon 2 : www.univ-lyon2.fr
Université Jean Moulin Lyon 3 : www.univ-lyon3.fr
Université Jean Monnet Saint-Étienne : www.univ-st-etienne.fr
THANKS

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