



# **USEFUL INFORMATION FOR INCOMING STUDENTS**

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# FORMALITIES

# STUDYING AT ENSAIT

## 1- STUDYING

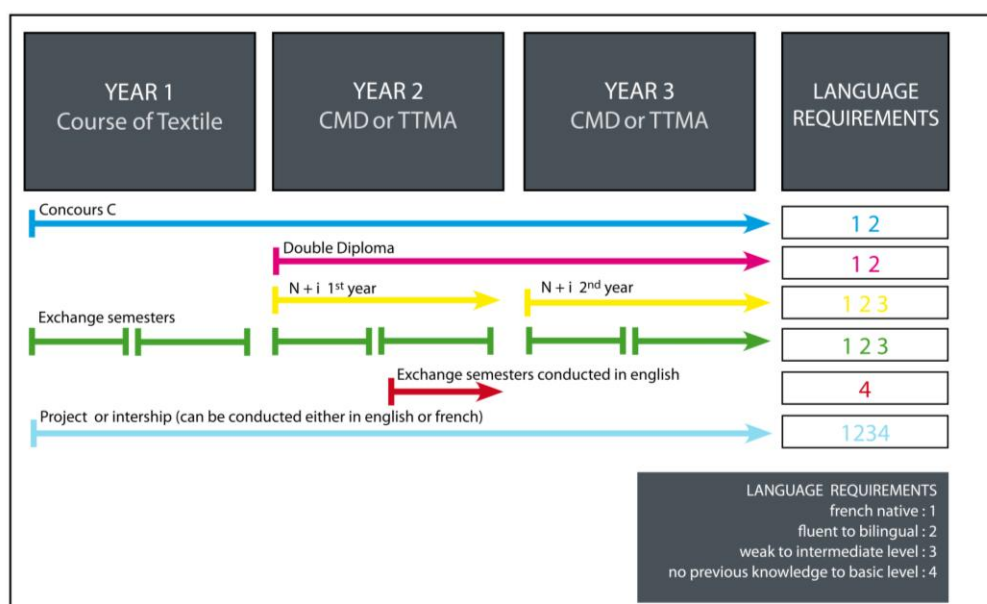
ENSAIT offers foreign students several study options :

- a **Double degree** (French and foreign partner university Master degrees)
- an **International Study Semester** (autumn or spring) as exchange students (Erasmus, bilateral agreement)
- a **Master dissertation**.
- or simply the possibility to obtain **the ENSAIT DEGREE** (through the [Concours C, network n+i](#)).

Almost all courses are in French apart from the spring Study Semester (International Study Semester), which is in English.

The Master dissertation programme can be conducted either in French or in English.

### ENSAIT STUDY PROGRAMME



## 2- ACADEMIC YEARS AND SEMESTERS

ENSAIT delivers the **ENSAIT MASTER DEGREE** ("Diplôme d'ingénieur"/Engineering degree) after a **three-year study period**. **French students entering ENSAIT already hold a two-year Scientific and/or Technological undergraduate qualification** ("Bac+2"). Most of them come from special Preparatory Schools and are eligible to enter Prestigious Academic Institutions (*Grandes Ecoles*) after sitting the National Entrance Competitive Exams).

The Academic Years at ENSAIT are:

**YEAR 1: E1** (end of Bachelor)

**YEAR 2: E2** (Master 1)

**YEAR 3: E3** (Master 2)

The study programme is divided into **semesters** (6 semesters in all: S5, S6, S7, S8, S9, S10)

During semester 'S10', students write their Master dissertation, either in a Research Laboratory or in a private Company.

### **3- TEACHING METHODOLOGY**

Learning input is delivered via:

- **Lectures** (CM),
- **In-class groups** (TD)
- **Practical workshops** (TP).

### **4- TEACHING LANGUAGE**

Learning input in semesters 5, 6, 7 & 9 is in French. Most of the Lectures given during the International Study semester are in English. Projects and Master dissertations can be written either in English or in French.

### **5- INTERNATIONAL STUDY SEMESTER (in English)**

Students can follow **lectures in English during S8, which is the International Study Semester**. Two main options are proposed (they cannot be mixed):

## Distribution Design and Management programme

Code	Module	Credits	Language
SI-FR1	Intensive french language course for beginners	3.0	French
SI-FR2	French Culture	2.0	English
SI-ANGL05	Anglais pour la communication orale	3,0	Anglais
SI-ANGL06	Business English	3,0	Anglais
SI-MANA02	International Management	1.0	English
SI-LV2	French	1.0	French
SI-CONC02	Virtual reality for textiles	2.0	English
SI-INFO05	Information system 1	1.5	English
SI-MAPP04	Data Mining	2.0	English
SI-MARK01	Fashion Marketing	1.5	English
SI-MCUS02	Advanced Mass Customisation	2.5	English
SI-SCMS01	Supply chain modeling and simulation	2.5	English
SI-SCPC01	Supply chain modelling	1.5	English
SI-PROD01	Textile, fashion and luxury products	2.5	English
SI-PROJECT	Training course or project	4 to 30 <sup>13</sup>	English

or

## Technical Textiles and Advanced Materials programme

Code	Module	Credits	Language
SI-FR1	Intensive french language course for beginners	3.0	French
SI-FR2	French Culture	2.0	English
SI-ANGL05	Anglais pour la communication orale	3,0	Anglais
SI-ANGL06	Business English	3,0	Anglais
SI-MANA02	International Management	1.0	English
SI-LV2	French	1.0	French
SI-LME04	Characterization of advanced materials	2,5	English
SI-NTISS02	Design of nonwovens	3,0	English
SI-PROJTT	TTMA Project	4 to 30 <sup>23</sup>	English
SI-TT06	Innovation in technical textiles	4,0	English
SI-TT07	Production & performance of technical textiles	3,5	English

**Plus :** it's possible to follow (either DDM or TTAM) e-learning lessons of SMART TEXTILE. Credits of 2.

Students can complete their study programme by a Research Project in the GEMTEX Research laboratory at ENSAIT.

## 6- ASSESSMENT

### ASSESSMENT:

- **Continuous assessment:** continuous assessment is made within the framework of Practical Workshops (TP). A mark is given for other types of work completed during the T.D in-class group sessions (e.g. written and oral tests in language courses).
- **Semestrial exams (DS: "Devoir Surveillé"):** exams are programmed according to a specific calendar for each Course Unit. Resits are scheduled for September or October.

**ECTS:**

ENSAIT uses the ECTS (European Credit Transfer System), which has been developed and extended to **guarantee academic recognition of study periods spent abroad**. Full-time students in a European university must have 60 credits to validate their academic year (or 30 credits for one semester).

**7-ACADEMIC CALENDAR 2014-2015****AUTUMN SEMESTER**

YEAR 2 : **S7** : 11/09/2014 to 17/01/2015

**SPRING SEMESTER**

YEAR 2 : **S8 or S NI** : 19/01/2015 with a beginning on 02/02/2015 to 30/05/2015.

**Holiday Dates :**

**Autumn Break** : 27/10/2014 to 01/11/2014

**Christmas** : 22/12/2014 to 03/01/2015

**Winter Break** : 23/02/2015 to 28/02/2015

**Spring Break** : 27/04/2015 to 02/05/2015

**Public holidays :**

1st November 2014 : All Saints Day (La Toussaint)

11st November 2014: Armistice Day (Jour d'armistice)

25th December 2014: Christmas Day (Noël)

1st January 2015: New Year's Day : (Jour de l'an)

6<sup>th</sup> of April 2015 : lundi de Pâques

1st May 2015: Labor Day : (Fête du premier mai)

8<sup>th</sup> of May 2015 : WWII Victory Day : (Fête de la Victoire 1945)

14<sup>th</sup> of May 2015: Ascension (l'Ascension)

15<sup>th</sup> of May 2015 : offered by the ENSAIT

25<sup>th</sup> of May 2015 : lundi de pentecôte

14<sup>th</sup> of July 2015 : Bastille Day : (Fête nationale)

15<sup>th</sup> of August 2015: Assumption of the Blessed Virgin Mary (Assomption)

## **8- LIBRARY AND IT SERVICES**

### **ENSAIT library service**

ENSAIT library offers several information retrieval tools specialized in the field of textiles.

With subscriptions to 25 different magazines, 18,000 books, 1000 Industrial Innovation projects, 90 PhD theses, textile databanks (Textile Technology Digest, Colour Index, Compass France...), and access to databases on French and foreign patents, you will find virtually all the technical information you need.

The library has created different electronic tools such as press reviews and information bulletins, and offers open consultation of its documentation database on

[http://catalogue.univ-lille1.fr/F/TJBF93IKK4K9FIRKK5TE6U9R7JHLV1THNGHIF7PL4LN1XCQJ94-03600?func=find-b-0&local\\_base=nsait](http://catalogue.univ-lille1.fr/F/TJBF93IKK4K9FIRKK5TE6U9R7JHLV1THNGHIF7PL4LN1XCQJ94-03600?func=find-b-0&local_base=nsait)

### **IT Services**

Students have free access to 4 Computer rooms (outside teaching hours), as well as use of e-mailing and web services.

### **ENSAIT E-MAIL and INTRANET**

There are two main information channels for students - the e-mailing list and ENSAIT intranet. Here, you will find information about ENSAIT timetables, courses, lectures, conferences and events. You can join the ENSAIT e-mail address to any e-mail address. It's a good idea to do this as soon as you arrive at ENSAIT.

The intranet service also contains an events calendar, where you will find updated information and several useful links.

ENSAIT intranet: <http://ent.ensait.fr/uPortal/f/u301s4/normal/render.uP>



## INTERNATIONAL RELATIONS CONTACT

**Director International Relations** : Marie-Pierre DELESPIERRE

Contact: [marie-pierre.delespierre@ensait.fr](mailto:marie-pierre.delespierre@ensait.fr) +33 (0) 320 256 487

### **ACADEMIC and SCIENTIFIC SUPPORT**

Each international exchange student is tutored/mentored by a lecturer-researcher who perfectly knows the curriculum at ENSAIT. The tutor lecturer helps students to choose their courses or their project, he/she advises international students regarding academic issues.

### **MENTOR PROGRAMME**

"The BDE" (*Bureau des étudiants* – Students Union) will find you a student 'buddy' who will help you during the semester and makes sure that everything goes alright for you.

Your 'buddy' will take care of you personally, show you around the school and the town, help you to settle in and help you if you have any problems. He or she will also tell you about other activities like parties, meals or outings that are taking place to ensure that you have a good semester and fit in well."

Delphine Dion, ENSAIT student in charge of International Relations – BDE.

Contact: [delphine.dion@ensait.fr](mailto:delphine.dion@ensait.fr)

(there should be a new student elected soon, we will communicate the name as soon as we know who is the new student)

### **EXCHANGE SEMESTER PERIODS:**

- Autumn Semester: September – Mid January
- Spring Semester: End of January – End of May

## ENROLMENT

**The international office is in charge of enrolment** on your arrival.

You will need to fill in a registration form with your personal data in order to be registered in the ENSAIT database.

This will make you eligible for:

- your **student card**, which gives you a number of advantages such as student discounts
- a **certificate** from ENSAIT that you will require for certain administrative formalities such as opening a bank account.
- an **ENSAIT e-mail address and access to the WI-FI network and ENSAIT Intranet** once you have signed the charter of use for computer resources
- the **ENSAIT library service**

Once they have enrolled at ENSAIT, students from outside the European Union can register with the French Health Insurance system ("*Sécurité Sociale*") and apply for their visa from the Immigration Office ("*Demande d'attestation OFII*").



To this end, **do not forget to bring:**

	European Union Students	Non European Union Students
Enrolment at the School	- a copy of your passport or identity card	
Health Insurance registration	- a copy of your birth certificate translated into French (by Embassy or a certified agency)	
	- a copy of your European Health Insurance card	- about €210 Health Insurance fees (COMPULSARY)
Visa application		- a copy of your visa and passport - document from the French Consulate in your country ("VISA DE LONG SEJOUR – DEMANDE D'ATTESTATION OFII")

## HEALTH INSURANCE (“*Sécurité sociale*”)

**Every student must have the necessary health insurance coverage to study in France, in other words, a French or European social security number obtained by subscribing to the National Health Insurance system which will pay for your medical expenses.**

In order to study abroad, international students must have **proof of complete medical coverage before leaving their home country.**

### **Members of the European Union**

International students from EU member states may be eligible for a **European Health Insurance Card** (“*carte européenne d’assurance maladie*”). This document is supplied by the social security office in their home country. It allows students to receive medical coverage in France and in the other EU Member States.



### **Outside the European Union**

International students from outside the EU must provide **proof of comprehensive medical coverage before they can obtain a visa for France.** Students studying abroad must have complete medical coverage in case of illness or expatriation due to serious illness.

If you stay more than 3 months in France, **you are required to subscribe to the French Social Security** system. You will have to pay the fees for one academic year (from September to September the following year, even if you stay in France for less than one year).

For coverage under the Student Social Security Scheme, you must meet two conditions:

- You must be under 28 years old
- You must be enrolled at a higher education institution approved by the French social security system

- **How to register?**

We will give you **a form to complete** and sign during the welcome week. You will also have to **pay the health insurance fees (about €210, cost fixed by the government for one academic year) via the school.**

When you register for the social security, **you also have to subscribe to a private student health insurance organism.** This is compulsory. You must choose between the **SMENO** or the **LMDE, which will then cover your medical expenses.**



However, this health insurance **does not cover all of your medical expenses**, but only about **70 to 80%**, depending on the type of medical care required. You are therefore advised to take out **additional health insurance coverage** (“*assurance complémentaire*”) to improve the rate of reimbursement of medical expenses, but this is not compulsory. You can also apply for complementary Universal Medical Coverage (“*CMU complémentaire*”), which will give you the right to additional coverage for free under certain conditions.

#### **Useful addresses for French Health Insurance**

- CPAM, 6 rue Rémy Cogghe, 59100 ROUBAIX
- SMENO, Le Furet du Nord, 21bis grand rue, 59100 ROUBAIX [www.smeno.com](http://www.smeno.com)
- LMDE, 96/98 rue de l'hôpital militaire 59800 LILLE [www.lmde.com](http://www.lmde.com)

## TEMPORARY STUDENT RESIDENCE PERMIT

### **1- YOUR FIRST TIME IN FRANCE (stay over 3 months and up to one year)**

#### **Before your arrival in France**

To be able to enter France, **you must obtain a long-term student visa** if you expect to stay more than 3 months. Conditions for obtaining the visa depend on the country. Please note, you should **begin your visa application** at least **3 months before your arrival**.

Once you have been accepted at ENSAIT, the school will send you an “**Invitation letter for visa application**” which you will need for the visa application.

You should **check with the French Embassy in your country** for the specific visa application process in force.

On arrival in France, the custom’s official will stamp a paper for you called the “**VISA DE LONG SEJOUR – DEMANDE D’ATTESTATION OFII**”. Please keep this document safe because you will need it for your visa application inside France with the Immigration Office (“OFII”). On arrival at ENSAIT, the International Relations Office will help you to complete this document and will then send it on to the OFII.

#### **OFII stamp and medical check**

Even if you already obtained a visa in your country of origin, **you will need to complete your visa application when you arrive in France**.

The office in charge of your registration is the **OFII** (Immigration and Integration French Office). ENSAIT’s International Office will send the registration document (**VISA DE LONG SEJOUR – DEMANDE D’ATTESTATION OFII**) and will be your interlocutor with the OFII. In addition to this document, you will need to provide the following:

- Copy of your passport (identity page)
- Copy of your visa
- Copy of the entry stamp to France

Once these documents have been sent, you will receive acknowledgement of receipt a few weeks later. You will then receive **notification of the OFII registration and will be asked to attend a medical exam. The medical exam is compulsory** and you have to bring with you:

- Your passport
- Proof of residence in France
- A passport sized photo
- **The OFII stamp (€58 tax)**

Following this visit, you will have completed all the formalities required by the French authorities for your first year in France.

**Please note the OFII address for our region:**

Direction territoriale de l’OFII

2, rue Tenremonde  
59000 Lille

## **2- SECOND YEAR IN FRANCE AND MORE**

For a stay of over one year, you need to apply for the **residence permit (“*carte de séjour*”)**. You will have to fill in an **application for the residence permit (“*demande de titre de séjour*”)** at the **ENSAIT International Relations Office 2 months before the visa expiry date.**

The International Relations Office will help you to complete the application form (“*dossier de demande de titre de séjour*” + “*cerfa*”) and will send it to the Prefecture with **the following documents which you will need to supply (original + copy):**

- Valid passport
- Visa + OFII stamp or “*titre de séjour*” from the previous year
- 4 passport sized pictures
- 2 self-addressed stamped envelopes
- Certificate of enrolment to the school
- Transcript of records from the previous year
- Proof of financial resources of at least €615/month (scholarship or grant, bank certificate, parents’ income certificate or employment contract...)
- Proof of place of residence
- €30 + €19 tax
- Birth certificate
- Marriage certificate (for those who are married, provide a marriage certificate with an official translation + the *livret de famille* (family book) delivered in France if you have children)

**The residence permit is valid for one year. You will need to renew it every year in September.**

## ACCOMMODATION

**For French speaker**, the International Office doesn't deal with your accommodation. You should contact directly the CROUS (<http://www.crous-lille.fr/>) or estate agents.

**For non-French speaker (International Semester : S8) :**

ENSAIT International Office can help International Students to find accommodation and will help with all the administrative procedures.

If you want the international office to help you to find accommodation, please comply with the following process:

**1- Fill in the student accommodation agreement carefully**

**Check and sign the accommodation agreement and send it to:**

Mrs Marie-Pierre DELESPIERRE  
e-mail: [marie-pierre.delespierre@ensait.fr](mailto:marie-pierre.delespierre@ensait.fr)  
Phone: + 33 320 256 487  
ENSAIT, 2 allée Louise et Victor Champier  
BP 30329  
F-59056 Roubaix (FRANCE)

**IMPORTANT:** if you want us to find you accommodation you must **sign the accommodation agreement and pay €50** to ENSAIT at **your arrival**. By signing this agreement, you will have made a **personal commitment** to live in the accommodation we book for you.

**2- The International Relations Office will book a room for you in a dormitory (US) / student residence (UK)**

Dormitories in France are university residences managed by the **CROUS**, a French public office. It offers **cheap accommodation** (about €150-200 per month). **Rooms are individual, basic and furnished** (at least a bed, desk, shelves). You usually have to share a bathroom and kitchen with other people who live on the same floor. **You may be eligible for social benefit to help you pay less rent** (see the "social benefits for accommodation" paragraph below)

For further information about CROUS residences, check the following link:  
<http://www.crous-lille.fr/p/english>

**3- Deadline for reservations:**

Please send the following documents to Mrs Marie-Pierre DELESPIERRE as soon as possible:

- Accommodation agreement
- Budget for a rent

#### **4- If you prefer private accommodation**

You can rent a flat directly from the owner or from private housing associations. This will be **more expensive than dormitories** (around €350) and sometimes the rooms are **unfurnished** but they are often **more comfortable**. If you prefer to live in this kind of accommodation, please inform the international office (**we don't promise to find a place, we only give you contacts**).

**NB:** It is very difficult for foreign students to rent a private flat in France in general. If you want to rent a flat or a room in a private house or residence, you will be asked for:

- a guarantee (someone in France who can pay your rent in the event of a problem)
- a copy of your visa or passport or identity card
- a residence permit

#### **5- In all cases, on your arrival at ENSAIT, you will be required to:**

- sign the housing contract
- pay a deposit (1 or 2 month's rent)

**NB: your accommodation will only be booked if we receive all of the documents in time.**

**NB:**

- You cannot cancel your reservation after arriving (accommodation agreement)
- Your accommodation may not be available if you arrive at the weekend. Please advise the international office if this is the case so that we can find a solution (arrangement with the residence, book a hotel or go to your student 'buddy's' home).
- Don't forget to bring: sheets, towels, dishcloths, crockery (or you can buy cheap ones once in France)
- If you decide to move out in the course of the year (it is not recommended, and is a bit complicated), please inform the International Relations Office who will inform the prefecture. You must provide us with copies of the following documents:
  - your passport
  - your visa
  - your new lease



## **6- General Accommodation Conditions**

### **HOUSING INSURANCE** (except for dormitory)

**You are legally required to insure rented accommodation.** A landlord will only hand over the keys to the property once you have produced a certificate proving that you have taken out suitable insurance, in the form of a **comprehensive home insurance policy (“*police d’assurance multirisque-habitation*”)**. This insurance policy covers inadvertent damage caused by the tenant (“*risques locatifs*”) and damage caused by natural disasters (“*catastrophes naturelles*”), which includes things like flooding and damage by storm or earthquake.

In addition to covering the actual property, most comprehensive house insurance policies (“*assurance Multirisques-habitation*”) also cover **third-party liability (“*responsabilité civile*”)**, i.e. accidents caused by the tenant, even outside the property covered by the insurance policy. This insurance policy is also mandatory. You may already be insured in your country of origin. If this is the case, you must be able to show a copy of your insurance policy.

**It is mandatory to have a home and civil liability insurance policy. You can buy a comprehensive home insurance policy which often covers both.**

### **DEPOSIT**

**Every tenant must pay a deposit when signing the housing contract, equivalent to one or two month's rent** (two months if you choose a private furnished flat). **This will be refunded if there is no damage when you leave** (on entering and leaving the flat, you and a member of the housing agency will draw **up an inventory of the premises (“*Etat des Lieux*”)**). Your accommodation should also be left CLEAN.

### **RENT**

Payment is made by cheque, bank transfer or in cash; it would probably be useful for you to open a French bank account to make transactions easier (see section: “opening a bank account”)

### **SOCIAL BENEFITS FOR ACCOMMODATION (“*Aide Pour le Logement*” (APL))**

Students with a visa (with the OFII stamp) and coming for more than three months are entitled to housing benefit. This is managed by the **CAF (“*Caisse d’Allocations Familiales*”)**, a public organism, which will **pay part of your rent if you are on a low income**. You can apply via the following website:

<http://www.caf.fr/pdf/al0.pdf>

### **NB:**

- European students can apply for housing benefit with just a valid Identity Card
- You will need your visa and health insurance number (see the paragraph “Health Insurance”) to apply for APL
- You will have **no allowance for the first month of your stay**
- The paying body will need at least one month to pay you (**retroactive payment**)
- The last transfer will take place the month following your departure, **so you are asked to leave your account open for an extra month.**

- You must inform the body which pays your allowance (CAF) of your departure.

## OPENING A BANK ACCOUNT

Most financial transactions in France (paying bills, rent, receiving a salary or social helps...) are made through banks. **It is advisable to open an account in a French bank if you are staying for more than 3 months.** The banks in France have many types of bank accounts with different credit cards, service charges and advantages. Some accounts include net services, which makes it possible to pay bills or transfer money from one account to another.

### How to open a bank account

Go to your chosen bank with you the following documents:

- A valid passport + VISA
- Your Student Card
- Your lease in France
- Additional documents may be required

### NB:

Try to keep your French bank account open for **at least one or two months after leaving France** as you may still need it for various social benefits such as the APL housing benefit or your lease security guarantee.

Examples of bank agencies in Roubaix (non exhaustive)



#### BNP PARIBAS

24 Grand Place, 59100 Roubaix - 08 20 82 00 01

[www.bnpparibas.net](http://www.bnpparibas.net)



#### SOCIETE GENERALE

1-3 Grand Rue, 59100 Roubaix - 03 20 99 57 00

<http://www.societegenerale.fr/>

**HSBC**

1 Avenue Jean Lebas, 59100 Roubaix - 03 20 81 88  
00 <https://www.hsbc.fr/1/2/english/personal>

**LCL**

19 Avenue Jean Lebas, 59100 Roubaix - 03 20 69  
54 81 <https://www.lcl.fr/>

## YOUR STUDENT LIFE IN ROUBAIX

### HOW TO GET TO ENSAIT IN ROUBAIX

**Your student ‘buddy’ will be there to help you as soon as you arrive at ENSAIT** (see the paragraph “mentor programme” on the International Relations Office page).

#### 1- How to get to Lille

**By plane:**

- **Lille Airport:** Lille-Lesquin airport is less than 10 km from Lille. Shuttles are available between Lesquin Airport and Lille train stations in the city centre. Cost of the fare: €7
- **Paris Airports:**  
**From Orly:** take the ‘CAR AIR FRANCE- ligne 3’, bus from Orly airport to Roissy Charles de Gaulles airport (price of ticket about €20). There is one bus every 30 minutes. On the following line, you will find information on how to get to Lille.  
**From Roissy-Charles de Gaulles:** the train station to Lille is in the airport, so you follow the signs to the station and take a train which goes directly to Lille (price about €40). The journey takes about one hour.
- **International Airports:** As Lille is between European capitals such as **London** or **Brussels**, you should compare plane ticket prices. **Sometimes it’s cheaper to get to Lille from these cities.** London is 1h30 from Lille by train (Eurostar), and Brussels is just 30mn away. But **be careful, if you are non European**, you won’t be able to go to London without a special visa, and there may be special conditions to go to Brussels, so check with the French embassy in your country before buying your plane ticket.

**By train:**

From the main European cities (London, Paris, Brussels), head towards Lille Flandres, Lille Europe or Roubaix train stations. You can try to book your tickets on this website now <http://www.raileurope-world.com/map/> (not always up-to-date) or on [http://www.tgv-europe.com/en/train-ticket?fr=accueil\\_footer\\_Train%20France](http://www.tgv-europe.com/en/train-ticket?fr=accueil_footer_Train%20France). You don’t have to book as there are a lot of trains daily.

### In all cases:

- Be careful as there are **2 train stations in Lille** (Lille Flandres and Lille Europe). Let your student ‘buddy’ know where he/she has to pick you up. The best is to phone him/her after your flight while you’re waiting for the train to let him/her know which station you’ll arrive at (use a phone box if you don’t have a mobile).
- If you are under 25 years old, make sure you tell the person serving you when you buy your ticket as it will be cheaper.
- It would be better to buy your train ticket in advance if you’re arriving late at night.

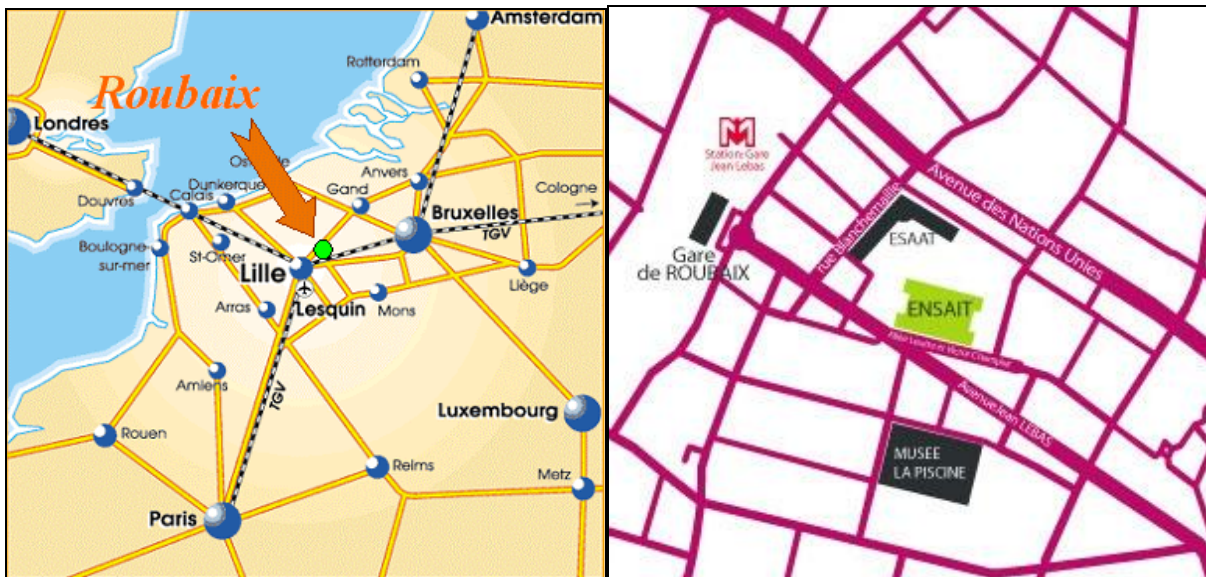
## 2- How to get to Roubaix

### By car:

- **From Paris:** A1 motorway to Lille, then take the A22 motorway (to Roubaix).
- **From Brussels or Charleroi:** take the E429/A8, then the E42/A27 towards Lille. Take exit N227 (to Roubaix), then the A22.
- **From Ghent:** take the E17/A22 towards Lille. Take exit 13a (to Roubaix).

### By underground:

From Lille train station (Lille Flandres or Lille Europe), take **line 2 (red line) towards CH. Dron**, and get off at “**Gare Jean Lebas**” station (also a train station) or “**Roubaix Grand Place**” which is 5mn on foot from ENSAIT.



Useful link: Roubaix Tourist Board <http://www.roubaixtourisme.com/>

## 3- How to get to your accommodation

First, **get in touch with your student ‘buddy’** to decide where to meet. She/he will go with you to your new home to deal with any arrival formalities.

The meeting point could be Lille station, Roubaix metro station, ENSAIT...

**In all cases:**

Please let the International Office know **your arrival date, time and place** as soon as possible **in order to help organize your arrival as well.**

<b>PUBLIC TRANSPORT</b>
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### **1- How to travel around Lille and the surrounding area (Roubaix-Lille-Tourcoing)**

Transport in the Lille-Roubaix-Tourcoing area is managed by **TRANSPOLE** (<http://www.transpole.fr>) which runs the public transport services: buses, tramway, underground (Val) in the region.

**FARES:**

A **one way (or one hour) individual ticket is €1.50**. This can be purchased from an automatic vending machine at each metro and tramway station, from a tobacconists shop or the Transpole sales outlets and offices.

A **monthly ticket may be cheaper for you**, particularly if you are under 26 years old. **This is about €28 per month (€50 for over 26 yr olds)**. To get this monthly ticket **you first need to buy the Transpole card** (cost: €2). You will need the following documents:

- A passport sized photo
- A copy of your passport
- A self-addressed stamped envelope with your name and address in France
- The completed Transpole application form

**You can get the Transpole card**, called the VIVA card (or RYTHMO card if you are over 26 years old) **at all the main underground stations** such as Eurotéléport, Gare Lille Flandres, or République.

**The METRO (VAL):** there are **2 lines**

- **Line 1 (yellow line):** links Lille Regional Hospital Centre (CHR) to 4 Cantons station (which serves Lille I University)
- **Line 2 (red line):** links the Tourcoing Regional Hospital Centre (CHR) to St. Philibert
- **To go to Lille Centre from ENSAIT:** you can take the metro (VAL) Line 2 at “Gare Jean Lebas” or “Roubaix Grand Place” station, and get off at “Gare Lille Flandres” or “Rihour “(line 1)

*NB: Don't forget to stamp your ticket before getting on the underground, the tram or a bus. Your ticket is valid for one hour only.*

**METRO MAP:**





## 2- How to travel around France at the lowest possible cost

**The French National Railway Company, the SNCF**, runs all train services throughout FRANCE. **Under 26-year olds can obtain special fares** for occasional trips in France and abroad ("*Tarifs découverte 12-25*"). The SNCF also sells the "**Jeune 12-27 card**", which will enable you to travel by train in France with a **25% discount on the busiest TGV lines and 50% off other journeys**, depending on availability and when you want to travel. **This card costs €50 for one year**. The SNCF applies different prices depending on whether the train is running at normal travel times or peak travel times. During peak travel times, the 50% discount is subject to a quota system.

Check the SNCF website for the fare and period corresponding to the date of your journey: <http://www.voyages-sncf.com/>

### **Interrail card**

If you want to **travel around Europe** during your stay in Roubaix, your best bet is to get **the Interrail card**. Europe is divided into 8 zones and the cost of this card depends on the number of zones you want to travel through.

For more information, check the following website: <http://www.interrail.eu/>

### **Eurolines**

This bus agency also offers very good prices for trips around Europe.

Check the following website: <http://www.eurolines.fr/en/>





## Weather:

As Roubaix is in the north of France, the climate is temperate.

- **Autumn/Winter:** quite cold, wet weather. Average temperature: 6°C
- **Spring/Summer:** cool, mild weather. Average temperature: 14°C



## Times:

- **Meal times:**
  - **Breakfast:** between 7:00 and 9:00 am ;
  - **Lunch:** between 12:00 and 2:00 pm;
  - **Afternoon snack:** between 4:00 and 5:30 pm;
  - **Dinner:** between 7:00 and 9:00 pm.
- **Public organisms** (CAF, Social Security, Prefecture...): open from Monday to Friday, 9:00 am to 4:00 pm (sometimes closed at lunchtime or open on Saturday morning. Check the different websites first)
- **Post office:** from Monday to Friday: 8:00 am to 5:00 pm. Saturday: 8:00 to 12:00 am
- **Banks:** open from Tuesday to Saturday morning, 9:00 am to 6:00 pm (9:00 am to 12:00 am on Saturday). Closed on Mondays and at lunchtime
- **Police station, Hospital, Emergencies, Help:** open 7/7 day, 24/24
- **Chemist:** from Monday to Saturday, 9:00 am to 7:00 pm (there is always a chemist open somewhere 24/24. The emergency chemist will be noted on each chemist's door)
- **Supermarkets:** from 8:30 am to 8:30 pm, Monday to Saturday
- **Shops (food, newspapers, tobacco ...):** Monday to Saturday, from 8:00 am to 7:00 pm
- **Shops (presents, home, ready to wear...):** Monday to Saturday, from 10:00 am to 7:00 pm

*NB: These times are approximate*

**In ENSAIT**, working hours vary, depending on the courses you are studying. The school is open from Monday to Friday, 7:30 am to 7:00 pm.

## **NOTE:**

In France, the **hour changes** twice a year. **Summer time** (from end of March +1h) and **winter time** (from end of October -1h). Therefore, if you are in France at this time of year, check with French people or French organisms.



## Cost of living: (average)



**Accommodation:** flat with one bedroom: €400; room in a university residence: €200; shared flat with roommates: €300



**Food:** weekly food shop at a supermarket: €30; a meal in a university restaurant: €3; a sandwich in a bakery: €3.50; a meal in a restaurant: at least €15;

bread (a French loaf): €0.80; a litre of milk: €0.70; a cup of coffee: €1.20; a box of 6 eggs: €1.80; a kilo of potatoes: €0.95; 1.5 litres of soda: €1.20; a kilo of rice: €1.50



**Public transport:** Lille metro ticket: €1.40; Paris metro ticket: €1.70; Lille-Paris return train ticket: €40; Lille-Brussels return train ticket: €25 (with 'jeune12-27 card')



**Free time:** cinema: €8; a drink in a bar: €4, in a club: €7; museum: €5; a concert: €10; discotheque: €5



**Mobile phone:** a prepaid card: from €5; a mobile phone: from €40

**Student card:** with your student card, you will be eligible for many **reductions**, so show it whenever and wherever you have to pay as you may well be able to get a discount.

**Examples of discounts:** cinema: €5 instead of €8; in some fast food or normal restaurants you can get a discount on menus; ENSAIT student card entitles you to free entry to all the museums and exhibitions in and around Lille.



## **Food**



**Food stores:** You can get food from a range of stores:

- **Supermarkets:** here, you can find **all convenience goods whether your budget is large or small**. There are many supermarkets, so there will certainly be one close to where you live. The nearest to the school is GEANT (address: 21bis grand rue – 59100 Roubaix).
- **Specialized food stores:** in France many shops **specialise in high quality food, such** as bakers, butchers, organic food, groceries, foreign food... However, these can be expensive.
- **Markets:** you can find **cheap local food** in open-air markets such as vegetables, bread, spices and cheese. The most famous market is Wazemmes Market in Lille (Metro Station: Wazemmes or Gambetta (line1)) every Tuesday, Thursday and Sunday morning.



**University Restaurants (“RU”):** The public organism, the **CROUS**, which manages University residences, is also in charge of University Restaurants and **offers very cheap meals for students. In ENSAIT, there is a University cafeteria which sells sandwiches and salads.** There are other RUs in Roubaix at the following addresses:

**- RU CROUY**

36 Ilot du Crouy,

Metro station: Roubaix Charles de Gaulle (line 2)

Open from Monday to Friday, 11:15 am to 1:30 pm

**- Cafeteria “le CROUS Gourmand”,**

UFR Infocom Hall,

rue du Président Vincent Auriol

Metro station: Eurotéléport (line 2)

Open from Monday to Friday, 8:00 am to 4:00 pm

*NB: do try the specialities from the north of France! There are several restaurants in Lille where you can try specialities such as a “Welsh”, “Carbonnade Flamande” or “Potjevleesch” at very reasonable prices.*

**Don’t forget, your student ‘buddy’ is there to help you discover the culture and find your way around in your everyday life so do feel free to ask for her or him for advice!**

## AVERAGE LIVING COSTS

### 1- Average living costs /month:

**530-800 euros/month** (depending on accommodation in particular)

Type of expenses	Cost of expenses/month
<b>1. Accommodation</b> - Private owner/residence - University Residence	€300-450 €180-250
<b>2. Meals</b>	€200
<b>3. Transport</b> (in and around Lille)	€28
<b>4. Other expenses:</b> internet, phone card, insurance...	€60
<b>5. Sundries</b>	€60

### 2- Fees for the first month

Type of expenses	Cost of expenses
<b>Security deposit for accommodation</b>	Equivalent to 1 or 2 months rent; refunded at the end of the lease if there is no damage.
<b>School registration fees</b> ( <i>no fees for exchange students, please check with your university</i> )	
<b>Health Insurance</b>	About €210
<b>Temporary residence permit</b>	€58

The estimated budget for the first month is at least **€1000 (including the rent that will be refunded at the end)**, depending on the accommodation.

## STUDENT JOBS

Before taking on any paid work, you must remember that employment is **very strictly regulated in France**.

### **Applicable to all students:**

First of all, any foreign student wishing to work in France must be enrolled at a higher education institution approved for entitlement under the standard French students' health insurance scheme ("*régime étudiant de la sécurité sociale*"). In other words, you must have a valid **student card** and a **French or European social insurance number**. Also note, the **number of working hours is limited**.

### **Students from countries outside the European Economic Area :**

**Now you can work without having to apply for special authorization.** However, you will need to update your **student residence permit** or your **OFII stamp** (if you are in your first year in France).

### **Students from Algeria:**

Algerian students must apply for a **work permit** at the Regional Office of Businesses, Competition, Consumption, Work and Employment ("*Direction Régionale des Entreprises, de la Concurrence, de la Consommation, du Travail et de l'Emploi (DIRECCTE)*"). You must apply for this permit as soon as you get your employment contract. Contact ENSAIT International Office for more information.

You will find more details on the following website:

<http://vosdroits.service-public.fr/>

Please note that the International Relations Office will help you with all administrative procedures and is highly attentive to all your needs.

### **Finding a student job:**

Many firms or organisms offer part-time jobs for students. For more information, please contact the **ENSAIT student group** ("BDE").

You can also check the following links:

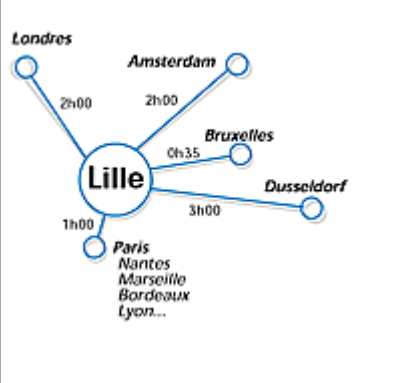
<http://jobs-stages.letudiant.fr/jobs-etudiants/offres/region-nord-pas-de-calais.html>

<http://www.lavoixemploi.com/?gclid=CPvQ6dyzkqkCFUIMfAodbn9aHA>

<http://emploi-etudiant.vivastreet.fr/offre-emploi-etudiant+nord-pas-de-calais>

## VISITING ROUBAIX AND THE REGION

Roubaix, in the heart of the 4th largest urban area in France, is the second biggest town in the Northern area of the “Nord-Pas-de-Calais” region, and has a high proportion of young people. It is famous for its dynamism and friendliness. Roubaix centre is also home to 20 higher education institutions, catering to around 6000 students.

<p><b>20 minutes by underground from Lille,</b> and connected to all the main European cities by TGV and motorway, Roubaix is the "<b>Capital of Bargains</b>" with two factory store outlet complexes, many renowned cultural centres and a recently renovated and dynamic town centre.</p>	
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**The town is very close to Lille**, which was the **European Culture Capital** in 2003. This event boosted the city’s dynamism, and many new places in and around Lille were designed for **cultural events** such as concerts, exhibitions, cinema, festivals at the time. **The Nord region also boasts great resources and diversity**, including the typical urban architecture, the “Côte d’Opale” coast, amazing carnivals like the “*Carnaval de Dunkerque*” in February, numerous food specialities and easy access to the UK and Belgium...

**For more information, visit the following web sites:**

Visiting Roubaix:

<http://www.roubaixtourisme.com/>

<http://www.ville-roubaix.fr/carto/index.html>

Visiting Lille:

<http://www.lilletourism.com/>

Some addresses in Lille

[http://ci.univ-lille1.fr/etudier\\_a\\_lille1/que\\_faire\\_a\\_lille\\_1.php](http://ci.univ-lille1.fr/etudier_a_lille1/que_faire_a_lille_1.php)

**Free visits for students:**

The "Pôle Universitaire Européen Lille Nord Pas de Calais" annually organizes free visits of the region for foreign students. These visits will help you to discover the region, its culture and traditions.

A free visit around the old part of Lille is also organized by ENSAIT as part of the “French Culture” class.

## STUDENT ASSOCIATIONS

### High Quality Student Life ...

The student union, called the **BDE ENSAIT**, coordinates extra curricular life for ENSAIT students. It publishes the student newspaper "*l'AIT déchaîné*" and is in charge of the forum organisation. At the beginning of the school year, it will help you to discover the region as well as the various activities taking place on the campus.

### 1- Clubs

- **Plastic arts club:** a club launched to help you develop your creativity, this club also decorates the student's recreation room ("*foyer des étudiants*")
- **Dance club and step club:** choreographs shows and school events for Christmas, the Gala or the Mechoui.
- **Music club:** provides the music for school events
- **Drama club:** puts on plays on the campus and sometimes outside the school (this year, took part in the student drama festival at the Central School of Lille)
- **Pom-Pom club:** choreographs shows and provides support for all the school sports tournaments.
- **Gourm'ait:** ENSAIT's cookery club
- **ENSAIT Fashion:** for anyone interested in creating garments and accessories, exchanging ideas...and occasionally staging presentations in exhibitions.
- **Photo club:** photo competition.

Don't forget that if you have other ideas, **you can create your own club!** Get in touch with the BDE.

### 2- Associations

- **The sports club (BDS) offers:** indoor football, volleyball, body-building, running and badminton... It can get you special tariffs for swimming-pool and annually organizes a one-week skiing holiday.
- **AFIT:** the association in charge of organizing the Gala (the biggest annual event at ENSAIT, every February).
- **COLORIL:** produces personal touch printed tee-shirts and sweat shirts for other clubs and ENSAIT associations, and for other schools.
- **4L Trophy:** student 4L car rally that takes supplies to Moroccan schoolchildren.
- **ENSAIT-VOILE:** excursions at sea to learn or improve your level in sailing. Sometimes takes part in races.

For more information, contact the BDE members on your arrival (check with the International Office) or consult the BDE website:

<http://ge.ensait.fr/>





ENSAIT-VOILE



ENSAIT FASHION CLUB



RUGBY CLUB



DECOTEX



## HEALTH SERVICES AND EMERGENCIES

### 1- Health services

#### GENERAL PRACTITIONERS

**General practitioners:** You can choose your general doctor (GP) and consult as many as you wish, but you will have to pay for them up front as with most medical services in France. GP's can prescribe medicine and give you health advice, etc.

#### Near ENSAIT:

Yannick CLEMENT : 25 Grand Place, Roubaix (03 20 73 33 33)

Renaud SOLANET: 91 Avenue Jean LEBAS, Roubaix (03 20 01 30 30)

Specialists such as Stomatologists, Ophthalmologists, Gynaecologists or Psychiatrists can be consulted without referral from a GP. You must be referred by your GP for other specialists.

Medical services such as X-Rays, sonograms, MRI scans, lab tests (blood tests, urine tests...), etc. are reimbursed when prescribed by a doctor.

#### HOSPITAL SERVICES

**Medical Institutions:** There are two types of medical institution: **hospitals** (public organism) and **clinics** (private organism).

#### Main Hospitals in Lille area:

CHR Lille: 2 avenue Oscar Lambret, Lille (03 20 44 59 62)

Hospital Saint Vincent de Paul: Rue de Mulhouse, Lille

Hospital Victor Provo: 11-17 Boulevard Lacordaire, Roubaix (03 20 99 31 31)

#### AMBULANCE SERVICES

Ambulances in France are run by private companies and are really nothing more than medical taxis which you can lie down in. For accidents and life threatening emergencies, you should either call the Fire Fighters (*pompiers*) by dialling 18 or the SAMU on 15.

#### CHEMISTS

Chemists are health professionals who may be consulted for minor health problems which do not warrant a visit to a doctor. They will also check prescriptions written by doctors to ensure that there are no undesirable side effects between the prescribed medications. Some chemists will always be open outside normal opening hours in case of an emergency (see section on emergencies below).

## **2- Emergencies**

**Depending on the nature of the emergency**, there are possible several courses of action:

- **For strains, sprains, cuts, and other minor injuries**, go to the accident and emergency department at the nearest hospital.
- **For accidents and emergencies**, see above under “ambulance services” (call the Fire Fighters (“*pompiers*”) by dialling 18, or the SAMU on 15).
- **If a doctor (GP) or dentist is needed outside normal consulting hours**, call the local police Commissariat to obtain the number of the doctor on duty (“*médecin de garde*”). Depending on the circumstances, the doctor will ask you to go to his or her practice or will make a house call.
- The doctor on duty may prescribe medication that can be picked up at **a chemists’ outside normal opening hours or at weekends and holidays** (a “*pharmacie de garde*”). You can usually find out which chemist is open by going to your local chemist and looking in the window, as they generally put up a sign indicating which chemists are open outside normal opening hours.
- **In case of fire or other material damage**, call the Fire Fighters (18)
- **For any other problem, you can call the police** (17) or the nearest police Commissariat.  
Police Commissariat near ENSAIT: 630 Avenue des Nations Unies, Roubaix (03 20 70 89 91).

If you have any problem, don’t forget that **your student ‘buddy’ is there to help you**. Make sure you have her/his phone number with you at all times.

## CONTACTS AND IMPORTANT DETAILS

Official name	<b>Ecole Nationale Supérieure des Arts et Industries Textiles</b>
Address	2, allée Louise et Victor Champier BP 30329 F F 59056 Roubaix Cedex 01 France
Internet address	<a href="http://www.ensait.fr">http://www.ensait.fr</a>
Legal Representative	Mr Jacques-Hervé Lévy
International Relations Contact Persons	<b>Director International Relations</b> Ms Marie-Pierre Delespierre Phone: + 33 3 20 25 64 87 e-mail: <a href="mailto:Marie-pierre.delespierre@ensait.fr">Marie-pierre.delespierre@ensait.fr</a>
Official language of instruction	<b>French and English</b> during the International Study Semester. The Master Thesis (30 ECTS) can be carried out in English or French language
Application forms for Incoming students should be sent to	Marie Hombert (marie.hombert@ensait.fr) <b>Deadlines:</b> 30th May for the Autumn semester 30th October for the Spring semester
Accommodation	International Office