

## Registration FORM Academic year 2023-2024

**Administrative registration must be completed before the start of classes.**

**Registration deadline : 30th September 2023**

Degree being prepared : .....

Previously had a Paris-Saclay Student Number |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_| (Appears on your student ID or academic transcripts)

### 1 – CONTRIBUTION FOR STUDENT AND CAMPUS LIFE (for students in initial education)

*This contribution is payable on MesServices.gouv.fr in order to obtain the attestation with the code*

Contribution for student life code : |\_|\_|\_|\_|\_| - |\_|\_|\_|\_|\_|\_|\_|\_|\_| - |\_|\_|\_| (provide attestation with supporting documents)

### 2 – CIVIL STATUS

SURNAME/MAIDEN NAME : ..... First Name 1 : .....

MARRIED NAME (for married women) : ..... First Name 2 : .....

First Name 3 : .....

National student ID Number (INE or BEA) |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_| Printed on your French baccalaureate transcript or on last year's school registration certificate. Important : Write O (letter) : O and zero (number) : Ø

Date of birth (day, month, year) |\_|\_| |\_|\_| |\_|\_|\_|\_|\_|\_|

Place of birth : ..... Postal Code : |\_|\_|\_|\_|\_|\_|

Country of birth : .....

Gender :  F - Female  M - Male Nationality : .....

Family status:  1 – Single without children  2 – With spouse without children  3 – Single with child/children  4 – With spouse and children

If you have a disability, please fill the census form (see guide attached)

### 3 – MILITARY SITUATION (for French students only)

Men born after 1979 and Women born after 1983 : *Journée Défense et Citoyenneté*

5 – Under 18  6 – Completed  7 – Date pending

### 4 – HIGHER EDUCATION STUDIES

Year of your first registration in a French higher education institution |\_|\_|\_|\_|\_| - |\_|\_|\_|\_|\_| (including BTS, CPGE, Specialist Colleges)

Year of your first registration in a French university |\_|\_|\_|\_|\_| - |\_|\_|\_|\_|\_|

University of ..... Postal Code : |\_|\_|\_|\_|\_|\_|

### 5 – BACCALAUREATE OR ACCESS CREDENTIALS TO HIGHER EDUCATION

You hold a French Baccalaureate (obtained in France or abroad)  Yes  No

Year of completion |\_|\_|\_|\_|\_| Type : ..... Speciality : .....

Former institution : ..... Département |\_\_||\_\_||\_\_| or Country : .....

**You hold a European Baccaureate (obtained in France or abroad)**  Yes  No

Year of completion |\_\_||\_\_||\_\_| Type : ..... Speciality : .....

Former institution : ..... Département |\_\_||\_\_||\_\_| or Country : .....

**You hold neither a French nor a European Baccaureate :**

Indicate the credentials or procedure that gave you access to university and the year of completion |\_\_||\_\_||\_\_|

0031 Baccaureate or foreign equivalent

0030 *Capacité en droit*

0036 Accreditation of prior learning

0032 French credentials accepted as equivalent

0033 ESEU A or DAEU A

0034 ESEU B or DAEU B

0037 Other circumstances

## 6- ADDRESSES

**Permanent address (outside of academic year) :**

No, Road, Building, etc. ....

Postal code |\_\_||\_\_||\_\_| Town : ..... Country : .....

Landline: ..... Mobile phone : .....

**Student e-mail address « universite-paris-saclay.fr » : it is compulsory to activate this address immediately following administrative registration to access the mailbox and digital resources (online classes, internship offers, updates on classes...)**  
(see guide attached)

Personal e-mail address : .....

**Accommodation for current year :**

1 –University residence

2 – Accredited boarding house

3 - CROUS accommodation

4 – Parental home

5 – Personal accommodation (except student room)

6 – Student room

7 - Other

**Address for current year (if different) :**

No, Road, Building, etc. ....

Postal Code |\_\_||\_\_||\_\_| Town : ..... Phone : .....

**Student e-mail “universite-paris-saclay.fr” : to be activated as soon as the administrative registration for the access to the mailbox and to the digital resources (Access to the online courses, internship offers, change of course schedules...) - ADONIS account : <https://adonis.universite-paris-saclay.fr/activation/>**

## 7 – REGISTRATION TYPE

1 – Under - or postgraduate course

2 – Continuing education funded by public or private organisation

3 – Course with apprenticeship

4 – Mature student (return to education of a minimum break of 2 years) self-funded.

5 – Course with professional training contract

## 8 – SOCIOPROFESSIONAL CATEGORY AND PROFESSIONAL ACTIVITY

- Do you have a professional activity ?  Yes.....  No

- Are you an education assistant ?  Yes  No

Occupation of parent 1 : code |\_\_||\_\_| ..... Occupation of parent 2 : code |\_\_||\_\_| .....

(see list of occupations – Information Guide p.3)

## 9 – HIGH-LEVEL ATHLETE or HIGH-LEVEL ARTIST (provide supporting documents)

If you are recognized as a **high-level athlete** :

- Which sport ? .....

- To which ministerial list did you belong to in 2020/2021 ?.....

If you are recognized as a high-level artist :

- Which field of art ?.....

## 10 – SCHOLARSHIP FOR 2023-2024 (provide supporting documents)

Have you been granted a French scholarship for the year 2022-2023?  Yes  No

If yes, please specify :

- Scholarship based on social criteria
- Scholarship offered by the French government (for foreign students only)
- Specific Annual Aid

Were you granted a scholarship based on social criteria in 2022/2023 ?  Yes  No

### 11 – FINANCIAL AID

- E – Merit-based grant
- I – Local authority grant
- G – Mobility grand (CROUS)
- L – Unemployment allowance
- Q – Other mobility grants

### 12 – INTERNATIONAL EXCHANGE PROGRAMME :

#### Students coming to Université Paris-Saclay :

- ERASMUS+ studies
- BCI
- MICEFA
- TASSEP
- Bilateral agreements
- Erasmus Mundus/EIT
- Double degrees and joint thesis supervision
- Freemover studies

#### Students going abroad :

- ERASMUS+  Studies  Internship
- BCI
- MICEFA
- TASSEP
- Bilateral agreements
- Erasmus Mundus/EIT
- Double degrees and joint thesis supervision
- Freemover  Studies  Internship

Specify your home institution : .....

Specify your host institution : .....

Specify your country of country : .....

Specify your host country : .....

### 13 – LAST INSTITUTION ATTENDED

#### If French institution :

- LY - French high-school (including abroad)
- 01 - STS (secondary school BTS)
- 02 - CPGE
- 03 - Business, management, accounting school

- 04 - Engineering school (excluding universities)
- 05 - Private higher education institution
- 06 - Artistic and cultural higher education institution
- 11 - ENS
- 13 - School of architecture

- 14 - Teacher training college
- 15 - Other institution of curriculum
- 16 - French university (including IUT, ESPE)
- 17 - Distance learning
- 18 - Health and social care educational institution

#### If foreign institution :

- 10 - Foreign secondary or higher education institution

Name of Institution : .....Département |\_\_||\_\_||\_\_| or Country : .....

Year |\_\_||\_\_||\_\_| - |\_\_||\_\_||\_\_|

### 14 – STATUS DURING PREVIOUS ACADEMIC YEAR

#### If French institution :

- A - French secondary school (including abroad)
- B - BTS
- C - IUT
- D - CPGE (not registered at university)

- E - Engineering school (university or other)
- H - French university (excluding IUT, university engineering school)
- J - Business, management, accounting school
- K - ENS - *Grands établissements* – Catholic institutions
- M - ESPE
- S - Other institution or curriculum

#### If foreign institution :

- Q - Foreign secondary school
- R - Foreign higher education institution

#### If not registered in an educational institution :

- G - Distance learning
- T - Not in Education and never attended French higher education
- U - Not in education but previously registered in a French higher education institution

Name of institution :

Département |\_\_||\_\_||\_\_| or Country

**15 – LAST QUALIFICATION OBTAINED**

**French Diploma :**

- 000 – baccalaureate degree (French)
- 002 – DAEU  003 - ESEU  004 – Capacité en Droit
- 010 – BTS
- 011 – DUT
- 012 – CPGE certificate
- 013 – DEUG  017 - DEUST
- 029 – Other university's 1st cycle diploma
- 016 – Completion certificate for first year of medical or pharmaceutical studies
- 030 – Educator  031 – Nurse  032 – Speech pathologist
- 033 – Social worker  034 – Other health and social care
- Diplôme de Formation Générale en Sciences (DFGS)
  - 043 - pharmaceutical
  - 044 - medical
- 040 – Bachelor's degree
- 041 – Professional bachelor's degree
- 050 – Maîtrise
- 054 – MIAGE
- 055 – Basic medical studies qualification (Diplôme de fin de 2<sup>ème</sup> cycle des études médicales et pharmaceutiques)
- Diplôme de Formation Approfondie en Sciences (DFAS)
  - 058 - pharmaceutical
  - 059 - medicale
- 072 – Masters
- 073 – Engineering degree
- 057 - Magistère  056 - Sage-femme  069 - Other university's 2nd cycle diploma
- 3rd cycle diploma
- 519 – Other superior studies diploma
- 900 – No diploma

**Foreign Diploma :**

- 501 – Secondary education degree
- 500 Higher education degree

Name of institution : ..... *Département* |\_|\_|\_|\_|\_|

Year of completion : |\_|\_|\_|\_|\_| - |\_|\_|\_|\_|\_| or Country : .....

**16 – OTHER FRENCH INSTITUTION ATTENDED IN 2023-2024**

• Are you also registered in another institution ?  Yes  No

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> 01 - STS (secondary school BTS)                | <input type="checkbox"/> 05 - Private higher education institution               | <input type="checkbox"/> 16 – French university*                             |
| <input type="checkbox"/> 02 - CPGE                                      | <input type="checkbox"/> 06 - Artistic and cultural higher education institution | <input type="checkbox"/> 17 – Distance learning                              |
| <input type="checkbox"/> 03 - Business, management, accounting school   | <input type="checkbox"/> 11 - ENS  | <input type="checkbox"/> 18 – Health and social Care educational institution |
| <input type="checkbox"/> 04 - Engineering school excluding universities | <input type="checkbox"/> 13 – School of architecture                             |  |
|   | <input type="checkbox"/> 15 – Other institution or curriculum                    |  |

Name of institution : ..... *Département* |\_|\_|\_|\_|\_|

• Are you transferring ?  Yes  No

\*Evry Val d'Essonne University and Versailles Saint-Quentin University included

### 17 - MAIN ADMINISTRATIVE REGISTRATION at PARIS-SACLAY

- Degree being prepared : .....  
- Preparation year : .....  
- Major [*Mention*] (if applicable) : .....  
- Option [*parcours*] (if applicable) : .....  
Are you following a distance course this year ?      Yes      No

Reserved for the administration
VET  _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
VDI  _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

### 18 – SUPPLEMENTARY REGISTRATION (to an initial degree at PARIS-SACLAY)

- Degree being prepared : .....  
- Preparation year : .....  
- Major [*Mention*] (if applicable) : .....  
- Option [*parcours*] (if applicable) : .....

Reserved for the administration
VET  _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
VDI  _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

### 19 – PARTICULAR SOCIAL SITUATION (provide supporting document) – Guide §4

Are you a ward of the state ?                                    Yes                                    No

### 20 – STUDENT LIABILITY INSURANCE subscribed in the student's name

Providing a certificate is compulsory :      Valid until 31 December 2023     or      Valid for the academic year 2023/2024  
Name of the insurance company : .....

***Please note that tuition fees may be paid in three instalments (by credit card and if more than 150€ - 1<sup>st</sup> instalment before October 15th 2023)  
If paying by cheque, it should be payable to the « Agent comptable de l'Université Paris-Sud »***

I certify that the data provided in this form is accurate.

I acknowledge having been informed that my registration is completed only once I have provided all of the documents requested, without false statement nor falsified documents. If otherwise the registration can be cancelled and penal charges pressed.

Date : ..... Student's – or his/her legal representative's - signature

"The data collected by Université Paris-Saclay as part of the registration process is computer processed for the administrative and educational management of students, for statistics compilation by the French Ministry of Education and the local education authority and for surveys of the living conditions of students carried out by the Observatoire de la vie étudiante. Social security organizations and students' mutual insurance agencies as well as the CROUS and the university's institutional partners' (COMUE; international partners, etc.) are also granted access to the data for administration purposes.

In accordance with the French IT and civil liberties legislation (Loi "Informatique et Libertés"), you have the right to access and modify your personal data. To exercise this right, please contact the delegate for data protection of the University, by email at the address : [dpd@universite-paris-saclay.fr](mailto:dpd@universite-paris-saclay.fr). You can also, on legitimate grounds, oppose the use of certain data concerning you. You are also entitled, under the article 40-1 of the law n° 78-17 of 6th January 1978 regarding computing, files and liberty, to define directives regarding what happens to your personal data after your death