

Please note :

Any student who wants to work in France must also have sufficient income and comply to financial resources conditions for his or her first resident's permit. (File N°3a and 3b)

4 very important points

1 To work as a foreign student you must be enrolled in a higher educational institution which entitles you to the Social Security

2 The authorized working period for Foreign students is 964 hours per year, that is to say, the equivalent of 60% of legal year's working time (except Algerian students).

3 Foreign students cannot enrol at the Job Centre (*Pole Emploi* in French), and cannot receive unemployment allowances

PRES de l'Université de Lorraine

Nancy-Université



All foreign students have the right to work while studying in France. But in order to work they must be enrolled in a higher educational institution which entitles them to Social Security.

As a rule :

Foreign students have to present to their future employers their valid long stay visa (VLS) **CESEDA 311-3 6°** validated by the OFII, or resident permit with the mention 'Student' or the acknowledgement of application for the renewal of the resident permit.

A preliminary agreement :

- An employer who wishes to employ a foreign student must first sign a preliminary agreement with the interior office (Préfecture) and this 2 working days before the engagement.
- The preliminary agreement should be done either by e-mail or by post to, for those in Lorraine at :

Préfecture of Meurthe et Moselle
DRLP/3 Etudiants,
CO 60031 – 54038 NANCY Cedex
etudiant-etrangers@meurthe-et-moselle.pref.gouv.fr

Préfecture of Moselle
Bureau des étrangers
9 place de la Préfecture
BP 71014 – 57034 METZ Cedex

The agreement should contain the following informations :

- The social denomination of the firm or the name and first name and address of the employer and the firm's registration number,
- Name and first name, nationality and place of birth of the employee,
- Type and terms of the contract as well as the number of annual working hours,
- The student's stay permit number or visa
- This preliminary agreement therefore means that the employer also verifies the authenticity of the stay permit presented by the student or copy of the visa **CESEDA 311-3 6°** for the new arrivals

If the Préfecture does not reply within 2 working days, the agreement is said to be granted.

Caution : Their contract cannot be superior to the validity of their stay permit nor to that of the acknowledgement receipt.

Warning : A foreign student who works more than the annual 964 hours might have his/her stay permit withdrawn by the interior office.

Please note :

- students not concerned with this regulations are: - **Algerian** students
- person acting as **houseman** (FFI in French),
- **Researchers** (with Research Grant from the Ministry)
- **Language assistants and lecturers**,
- Au pairs.

These categories of persons still have to ask for a work permit., delivered by the Employment and Vocational Training Headquarters, in French (DDTEFP)

Authorized working period :

► Foreign students are allowed to work **60%** of the legal annual working hour (which is **964 hours** par **year of the stay permit validity**).

- Part-time during the academic year.
- Possibly full-time, during the holidays - At Christmas (winter holidays) for 2 weeks,- At Easter (spring holidays) for 2 weeks, - In the summer 3 months between June 1st and October 31st.

The regulations for students on Intern-ship :

► **Students on intern-ship** who have to accomplish compulsory training during their studies and for a period of **at least one year**, must be able to present either a long stay visa or a stay permit with the inscription 'student-Intern-ship' (étudiant-stagiaire).

► For those on intern-ship at the end of their studies,

They should provide an intern-ship convention, signed by the firm, the student and the university or higher institution in which the student is enrolled. The employer then has to submit this to the Departmental Work and Training Office (DDTEFP), who will then issue an attestation authorising the intern-ship.

More information :

At the *Accueil-Infos Etudiants / Guichet Unique* – of *Pres de l'université de Lorraine*

in Nancy - 34 Cours Léopold, 54052 NANCY Cedex - Telephone : 00 33 (0)3 54 50 54 00

in Metz – Maison Alfred Grosser - Ile de Saulcy – 57000 METZ - Telephone : 00 33 (0)3 87 54 77 77

DDTEFP de Meurthe-et-Moselle
23 Bld de l'Europe – BP 219, 54056 VANDOEUVRE-les-NANCY Cedex
Tel: 00 33 (0)3 83 50 39 69 / (0)3 83 50 39 00
Open on Mondays, Wednesdays and Fridays 9:00 to 11:45

DDTEFP
32, rue André Malraux -57046 METZ CEDEX
Tel: 00 33 (0)3 87 56 77 / 00 33 (0)3 87 56 59 13
Open from Monday to Friday 8:30 to 11:30 and 13:30 to 16:30

Internet sites to be consulted :

- www.cidj.com —The CIDJ also publishes a booklet which gives ideas on jobs (about 3.81 € by post)
- www.jobs-ete.com - Numerous job offers to be consulted.
- <http://vosdroits.service-public.fr/particuliers/N107.xhtml> – French regulation website