



ÉCOLE
SUPÉRIEURE
D'ART ET DE DESIGN
TOURS
ANGERS
LE MANS

Welcome Guide for International Students

**ÉCOLE SUPÉRIEURE D'ART ET DE DESIGN
TALM**

École de Tours

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Before your arrival...

How to reach Tours city

Tours city is about 1h10 by train from the train station « Paris Montparnasse » (which is almost at the center of Paris).

Or about 2h by train from the train station of one of the 2 Paris airports, “Roissy Charles de Gaulles airport” (which is at the north east of Paris).

The other Parisian airport is called “Paris -Orly airport”, at the south of Paris: if you arrive there, you can take the tube and then the train at Paris Montparnasse to Tours.



Also, there is a smaller airport in Nantes (about 20 minutes by bus to Nantes city center + 1 h 50 by train to Tours).

So to come to Tours, there are 3 possibilities:

- By plane to Paris Charles de Gaulles + train.
- By plane to Paris - Orly airport + tube + train.
- Or plane to Nantes + bus + train.

The train station of Roissy Charles de Gaulles airport is referred to in it as “Paris CDG airport”.

The website in English language for the train (“TGV”) is:
<https://uk.voyages-sncf.com/en/#/>

About our school

Institution

École supérieure d'art et de design TALM-Tours
TALM School of Fine Arts and Design, Tours, France

Address

40 rue du Docteur Chaumier, 37000 Tours

Tel: +33 (0)2 46 67 39 65

Contact email: isabelle.derouet@talm.fr

Opening hours:

Working days: 8 am to 8 pm, closed at weekend

Secretary Office: Monday and Friday – 9 am to 13 am, 2 pm to 5.15 pm

Tours offers study three programs: a general course in Art, a specialized one in Conservation and Restoration of sculpted works, a master of sculpture.

Director:

International coordinator TALM-Tours : Dorian GASTON
(international@talm.fr)

Websites

TALM website: <https://esad-talm.fr/en/talm>

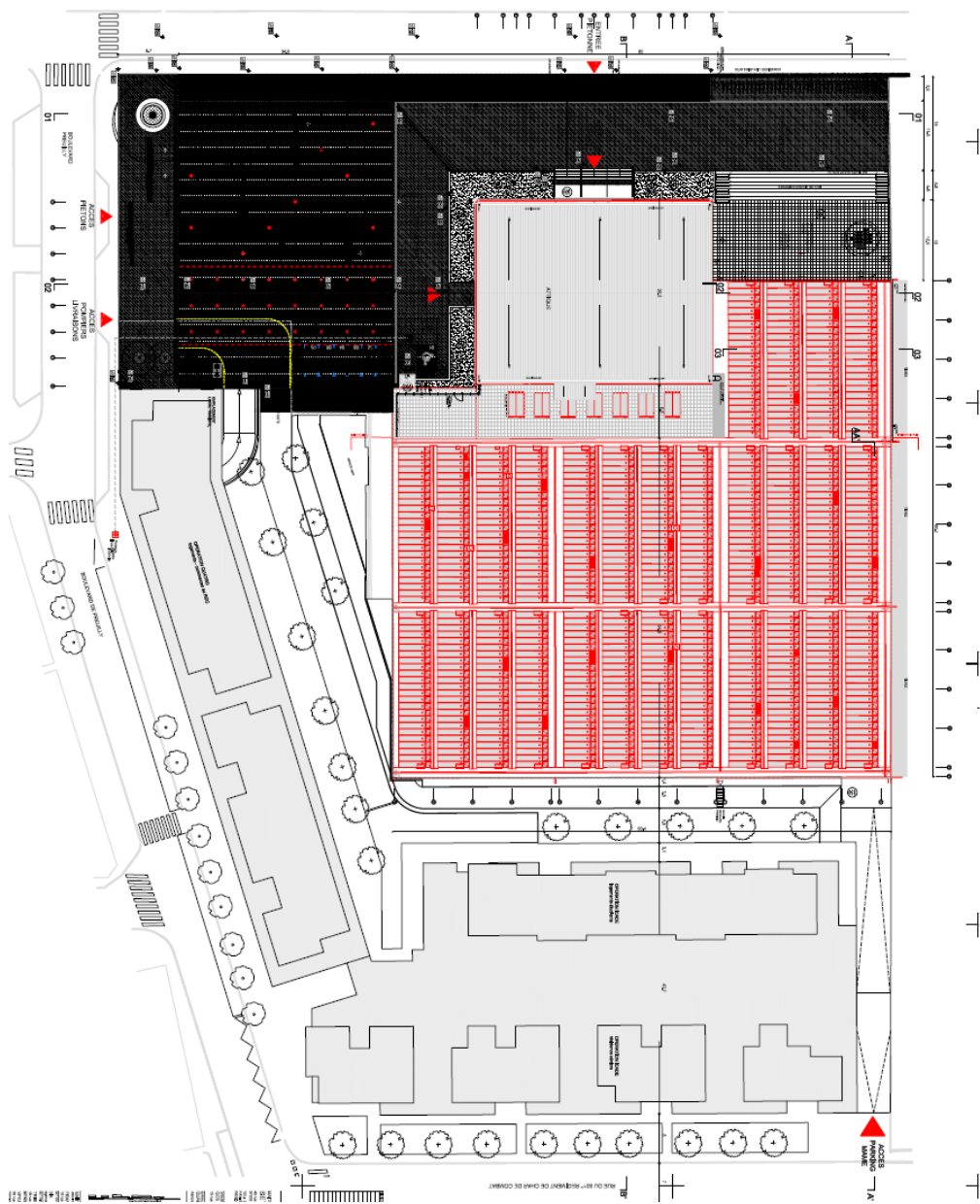
TALM-Tours : <https://esad-talm.fr/en/talm/talm-tours>

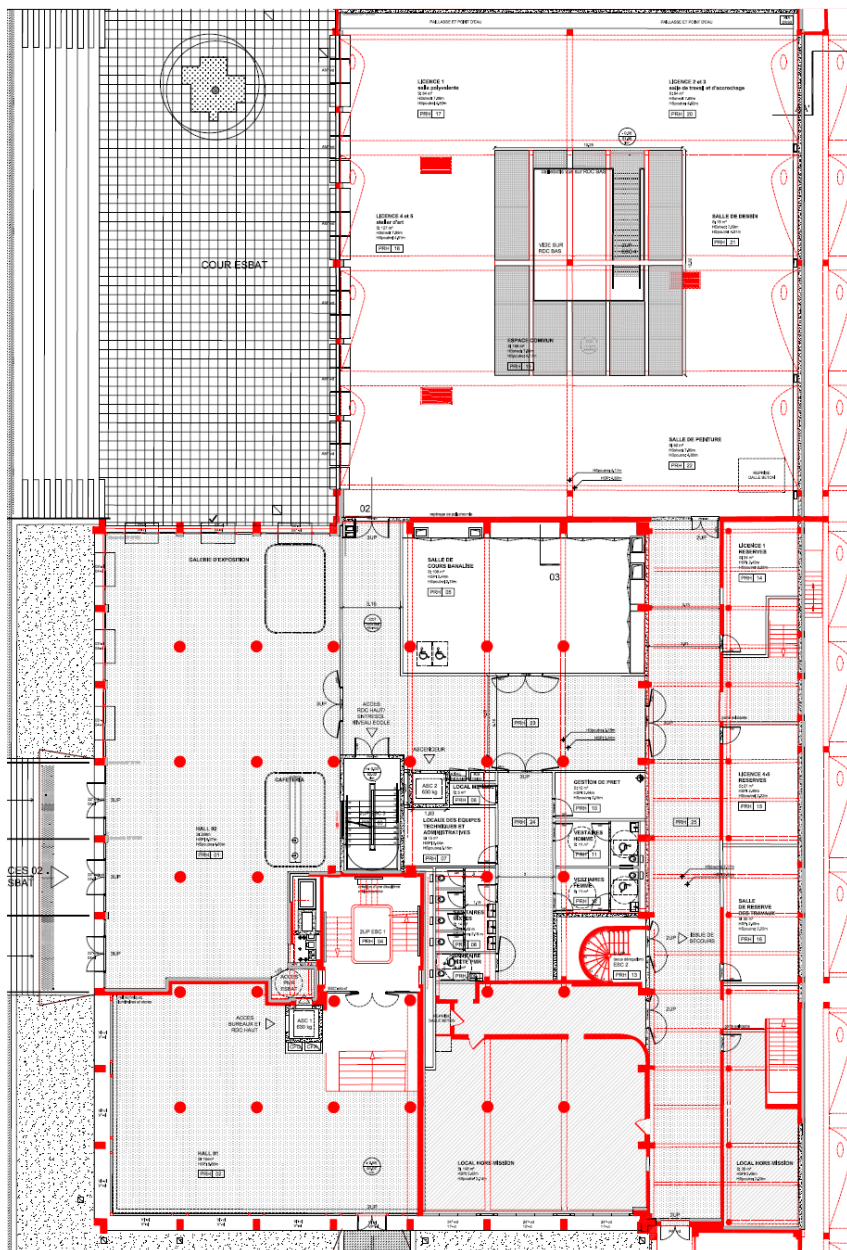
International Relation of school: <https://esad-talm.fr/en/l-international/incoming-student> (including presentation of

the school, its programs on each campus and a Student Guide)

Some pictures of the school of TALM-Tours







After your arrival...

Mandatory Visa Procedures: only for the non-European students who have a long-term visa (more than 3 months)

OFII (non-European student)

Mandatory procedure of student visa: You must have your visa validated by the French office for immigration and integration (OFII). To do this, you must send a registered letter (with “acknowledgement of receipt or equivalent”) to the address below, within three months (at the latest) of your arrival in France.

The letter must contain the form that you received from the French Embassy, or Consulate, in your country of origin, on which should be noted your address in France, the number of your visa, the date of your entry to France (or in a member Country of the Schengen space) in addition to a photocopy of the pages of your passport that show your identity and the stamp indicating the date of your entry to France (or to a member Country of the Schengen space).

Office Français de l'Immigration et de l'Intégration (OFII)
4 rue de Patay, 45000 ORLÉANS
orleans@ofii.fr [http: www.ofii.fr](http://www.ofii.fr) +33 2 38 52 00 34

You will then be summoned by the OFII to validate your visa, pass a mandatory medical test and pay the regulatory taxes. At the end of this process your stay in France will be authorized. Failure to respect this procedure will result in you

being obliged to return to your country of origin so as to request a new visa.

If you wish to study in France after the expiry date of your visa, validated by the OFII: you must make a formal request to the **Prefecture** (provincial government office) to renew your long stay visa (VLS-TS) one month before the expiry date of your visa.

Prefecture of Tours:

General reception: 15 Rue Bernard Palissy, 37000 Tours

Reception service of foreigners: 19, rue Bernard Palissy – Tours

Address: PRÉFECTURE D'INDRE ET LOIRE 37925 TOURS CEDEX 9

Phone number: + 33 2 47 64 37 37

Email: prefecture@indre-et-loire.gouv.fr

Website: <http://www.indre-et-loire.gouv.fr/>

Temporary visitor's card (non-European student)

If you are a non-European student and if your study period is more than 3 months, you are obliged to apply for a temporary visitor's card ("*carte de séjour temporaire*"). The application for "*carte de séjour temporaire*" is to be solicited from the two months of entry into France.

After your arrival in France several administrative steps are to be completed with Ofii (read the explication before).

In order to apply, you should provide the following documents:

- A birth certificate translated into French
- If you are concerned : marriage certificate, translated into French (if your husband or wife resides in France)
- Proof of fixed abode in the Department, rent payment receipt or a copy of your lease
- Proof of enrollment in our school
- Proof of financial resources, grant or scholarship certificate or proof of personal means (salary slip or declaration of income tax from your parents or someone else undertaking to pay a sum of money for you, indicating the amount and the period during which payment is to be made)
- Certificate of reciprocal agreement with the French Social Security
- 4 identity photographs (full face with a clear background, hatless)
- A stamped self-addressed envelope

Please note: The Prefecture will give the student a « Request for a Medical Visit » form when he/she goes with all his/her documents. Following this free visit to a designated doctor, the visitor's card may be attributed. While awaiting the completion of such formalities, the student will receive a provisional visitor's card, usually valid 3 months but may be renewed. This is a separate document from the passport, but is given back to the Prefecture when the temporary residence permit is issued.

Préfecture de Tours : <http://www.indre-et-loire.gouv.fr/Demarches-administratives/Etrangers#N20306>
 Monday and Friday: 8:30 am to 4:00 pm without interruption
<http://www.indre-et-loire.gouv.fr/>

Insurance and Social Protection

- **Personal liability (“Responsabilité Civile”):**

After arriving at TALM, once you have found your accommodation, you will have to get a certificate of “personal liability” for your accommodation and including for the audiovisual/multimedia materials you will borrow at the school. This will be of a cost of about 12 euros for the academic year, to be paid among one of the insurance student organism. This is required for all students in the school, including for incoming exchange students.

- **Health insurance:**

Students from European Union: you must give a copy of your European health insurance card when you arrive at TALM, or a copy of a private health insurance certificate.

Students from outside European Union: Before or just at your arrival at TALM, you must give a copy of a document stating that you have a personal international insurance covering you during your semester in France (from a private insurer or a national insurance scheme). Insurance must cover at a minimum: medical costs, hospitalization, surgery and repatriation.

Moreover, all foreign students must register on the dedicated website <https://etudiant-etranger.ameli.fr/> or <https://www.ameli.fr/assure/droits-demarches/etudes-emploi-retraite/etudiant/french-social-security-registration-process-foreign-students> for the student national health insurance (when they are less than 28 years old). The French social security entitles them to reimbursement for

approximately 60% of your healthcare costs (GP consultation, pharmacy, hospital).

After a medical visit, you can get reimbursed directly by your health insurance company from your home country by sending it your bills and receipts of payment to it. You can get a refund from the CPAM (Caisse Primaire d'Assurance Maladie = French healthcare system) by sending the following documents to the International Relations department of the CPAM:

- A treatment form (“feuille de soins”) which you obtain from your doctor
- A photocopy of your European health card
- R.I.B (“relevé d'identité bancaire” - bank account information form)
- Photocopy of your student ID card

To have a fair health coverage?

Insurance companies also offer a complementary health insurance policy which covers the remaining of your medical expenses. Registering for a complementary health insurance is **not compulsory**. You will find all the information about prices and contracts from the insurances companies' website. In any case you have to be attentive before signing any contract.

To get a health care?

In France, you may choose your doctor freely. If you have an appointment with a general practitioner “généraliste”, the consultation will cost about 23 euros to be paid directly to

the GP. Note that consultations with unconventional doctors are more costly. Some addresses may be useful for you:

SSU (University Health Service),
60, Rue du Plat d'Etain 37020 TOURS CEDEX 1
Phone: + 33 2 47 36 77 00

Website to find a doctor: <http://annuaire.sante.ameli.fr/>
To find a pharmacy in Tours
<https://www.pagesjaunes.fr/annuaire/tours-37/pharmacies>

CAF - Student Housing Aid

APL and ALS are French financial support for accommodation made by the Caisse d'Allocations Familiales (called CAF = Family Benefit Fund). You are a student, living and paying rent for an apartment, furnished housing, or a room, you may be entitled to student housing aid. To apply a housing aid as soon as you move in, you will need:

- Your rental agreement;
- Your French bank account information slip (Relevé d'identité bancaire: RIB);
- The amount of your financial resources;

Important Information

- You must not be related to your landlord (father, mother, grandparents), even if you rent through an agency.
- The rental agreement must be made out in your name.

- Your housing aid entitlement generally begins the month after you move in. For example if you move into your accommodation in September, you will be entitled to housing aid at the beginning of October.
- Before you begin your online application, you can estimate the amount of your housing aid entitlement in the section “Les services en ligne: estimer vos droits” of CAF website www.caf.fr/international
- If you need to provide documentary evidence, the list of required documents will appear on the last page of your online application.

Your online application

- Eligibility criteria (“Conditions d’accès”): Fill in the information about your accommodation.
- Legal agreement (“Engagement”): Read this agreement carefully.
- Enter your information (“Saisie”): Fill in the information about your circumstances and your accommodations; when your application is registered, you will receive an email with the number your application was saved under.
- Finalize your application (“Fin”): Once your application has been registered, you will be assigned a benefits recipient’s number. Keep it in a safe place, you will need your benefits recipient’s number and your password to log into your account area (“Mon compte”).

For more information, check out: www.caf.fr/international
or Facebook page “Caf-Logement Etudiants” or call :
0 810 29 29 29 (Monday through Friday from 9 a.m. to 4:30
p.m. 0.06 € per minute + the cost of the call).

French Classes

TALM recommend all the foreign students who rarely speak French to follow the first level of French classes during their stay.

One possibility: University François Rabelais in Tours

Address: 8 bis, rue Fromont, 37041 Tours Cedex 1

Phone: +33 (0)2 47 36 68 61

Email: accueilinternational@univ-tours.fr

Web: <http://international.univ-tours.fr/profils/apprendre-le-francais-a-l-universite-de-tours-267688.kjsp>

Another possibility: Association Française Langue d’Accueil

Address: 16, rue Bernard Palissy, 37000 Tours

Phone: + 33 2 47 60 51 51

Mail: contact@asso-jeunesse-habitat.org

Web: <http://association-fla.fr/>

Daily Life in Tours...

Accommodation

If you need a hotel at your arrival

A few moderate prices hotels: Hôtel mercure,

To rent a student accommodation you can consult these websites:

Student accommodations:

<https://www.univ-tours.fr/vie-etudiante/hebergement-569838.kjsp?RH=1180105696647&RF=1180105814007>

<https://www.adele.org/residence/agglomeration/tours/logement-etudiant>

<http://www.asso-jeunesse-habitat.org/>

<http://www.residence-jehan-fouquet.com/>

Smeco: Student Health Insurance Centre have an accommodation searching service: <https://smeco.fr/19-securite-sociale/22-etudiants-internationaux>

Le bon coin: You can also view the propositions and the ads about accommodation: <http://www.leboncoin.fr/>

<https://www.airbnb.fr/>

Lokaviz: <http://www.lokaviz.fr/>

Your accommodation expenditure can be considerably reduced if you apply for an APL (personalized accommodation aid). To benefit from this you should apply to the CAF. (To page 14)

Cost of Living and Bank Procedures

Incoming students don't pay any registration fee at TALM-Tours, because they pay it at home school. However they need to pay for consumable and personal tools (materials and specialized tools are provided by the school in equipped workshops for the students).

For your rent, bills, shopping, leisure activities, you must allow for at least 450 to 600 euros per month according to your lifestyle and type of accommodation. However you should allow for a larger amount for the first month of arrival (accommodation deposit, electricity connection, gas and telephone, insurance and other expenses). It is highly recommended to open a French bank account as soon as you arrive.

How to proceed to open a bank account?

Opening a bank account in France generally requires time and documents. The whole procedure can take at least 2 weeks. You have to follow those steps:

- Go to the agency of your choice to take an appointment with a bank advisor in Tours.

Several documents are required for the appointment:

- Passport or identity card and Proof of accommodation = "Attestation/Justificatif de domicile". (If you're accommodated in hall of residence: ask to the administrative office of the residence. Otherwise: ask to your landlord).

- Proof of registration = “Certificat de scolarité” (as student of TALM-Tours)

Sometimes a minimum amount should be paid for the opening of the account (around 15 €). Once your account is open, according to the bank agency conditions, you get a credit card within several days.

Transports and maps

To travel in Tours? By bus or by Tramway

Fil bleu is the urban transportation company in Tours and its surroundings. It offers Bus and Tramway to travel better in the city. Both Bus line and Tramway have their own timetables, which depend on 2 main periods (winter timetable from September to June, summer timetable from July to August) and different days: Working days, Saturday, School Holidays, Sunday and Public Holidays.

- General rates (2017-2018 reference)

Ticket: 1.50 € (The ticket is valid for 1 hour in Tours transports)

Book of 10 tickets: 13.50€

- Travel to the school (École des beaux-arts)

Bus Line 3 direction La Pléiade – Stop: Mame

- Important spots



Customer Office – Fil bleu: 9 rue Michelet, 37000 Tours.

Phone: + 33 2 47 66 70 70

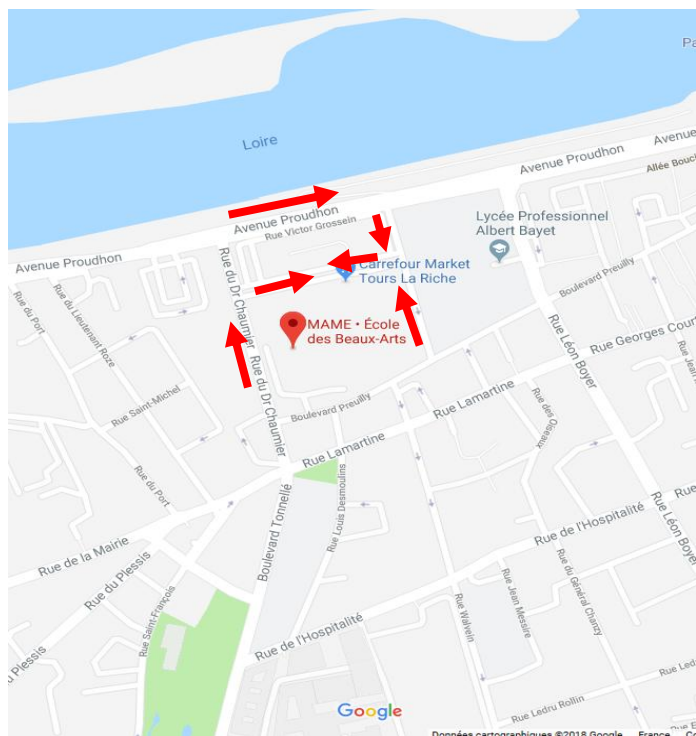
from Monday to Friday 7:30 am to 7:00 pm without interruption.

Saturday 10:00 am to 5:00 pm

Website : <https://www.filbleu.fr/>

Acces to the school : École supérieure d'art et de design TALM-Tours

40 rue du Docteur Chaumier — 37000 TOURS



Emergency numbers

S.A.M.U. (emergency medical): 15

(During nights or weekends, if your calling is not a matter of a life-threatening emergency, call at + 33 2 47 64 30 93.)

Firemen: 18

Police: 17

European Emergency number: 112 *(for every emergencies: medical, fire, police...).*

Poison control center: + 33 2 47 47 47 47

Hand care hospital: + 33 2 47 47 47 47

Dental emergencies (week-end): + 33 2 47 05 65 05

Gas control service GRDF 24H/24: + 33 2 47 27 33 08
(numéro vert- free call)

Repair service ERDF (electricity) 24H/24: + 33 9 69 32 15 15 (numéro azur – local rate call)

Water: + 33 2 47 36 48 00

Sanitation service: + 33 2 47 61 85 01