

To be registered at ENSASE, it should be done :

**I – To have the CVEC** (warning if you are a student in an exchange program, in France you are not concerned by this contribution. You don't have to do something.

The CVEC is « La Contribution de Vie Etudiante et de Campus », it means to develop and to make better the student's life. The law predicts that the contribution will be collected by the CROUS. The price is around 90€, it can be possible to be exempt depending on the situation.

The creation of the CVEC is along with the disappearance of the annual contribution for the social security (217€) from September 2018. The CVEC allows to develop some necessary uses in your quotidian, in your school and the CROUS of your academy, To make better your living condition on the campus, it allows to support the success and to reduce the price of the start of the school year from 2018.

2 different cases allow to complete this approach.

- by paying the CVEC if you are submitted to it
- if you are exempted of the CVEC. In this case, you don't have to pay. (to see lower « Which students are exempt of the CVEC ? »)

In both cases, you will, at the end of this approach, get a discharge certificate of the CVEC that you will have to give at ENSASE.

- you will have to give a certificate of your school of higher education.
- **WARNING** : your school will have an impossibility to do your registration without this certificate.

You have to do this approach on [cvec.etudiant.gouv.fr](http://cvec.etudiant.gouv.fr) \ From the 1st July 2018.

The four types of students exempted from the payment of this contribution are...

- scholarship student or student which have an annual allowance.
- refugee student,
- student which have the subsidiary protection.
- students registered as asylum seekers and which have the possibility to stay on the territory.

If you become eligible for the exemption's contribution during the academic year, you can get a refund of the contribution that you paid. To get it, you will have to make the demand to the CROUS before the 31st May of the current year.

It's the same for the student which have paid the CVEC before the results of the baccalauréat and which didn't succeed it.

**II – To supply the next pieces :**

→ A discharge certificate of the CVEC.

Proof of identity :

- ID Card or Passport which is validated : original + copy

The foreign student will have to give also :

- a residence permit (original and copy or receipt of the demand of the residence permit)
- an original of a birth certificate and translated in French.

Diploma :

Baccalauréat or equivalent diploma :

transcript of marks : original and photocopy for the new graduated  
Transcript of the Baccalaureate : original and photocopy for the students.

The foreign students will present also :

Diploma of the higher education which give the studies's validation and his translation in French.  
Presentation of the original diploma and photocopy or certificate and/or transcript of marks 2017 or 2018.

#### Minor students :

a certificate with honours of the legal representative which give the authorization of the registration at ENSASE.

The foreign candidates will also present : a French translation of this certificate.

#### Scholarship student's CROUS/CNOUS :

Presentation of the attribution notification 2018/2019 to allow the exoneration of the registration fees and depending the case the contribution to the social security.

In absence of this document, you will have to pay this fees and you will be refund later.

#### Insurance RCIA(responsability and individual accident)

Obligatory insurance : subscription to a private insurer (to have name and contact details) or subscription to LMDE/SMERRA on the registration's day. The subscription to an insurance is obligatory (Civil responsibility an Individual Accident) (law of 10.08.1943). The students can also have a private insurance RCIAZ (ex : MAID/GMF, etc.) which guarantee the same conditions that the student's insurance. (individual, accidents, internship, workshop, trips ..)

#### Organization of additional healthcare cover :

The subscription to an additional healthcare cover is facultative and its the choice of the students and will be take directly to the agencies, stands or by correspondence.

#### The student's association which will be present on the registration's day :

BDA « Bureau des Archis » : the organisation of some expositions, convention, trips, party, : the informations about the contribution to the association will be more explain on the registration's day.

ARCHIMATOS manages the supplies and helps the students to constitute the list of the materials, especially the obligatory equipments to beneficiate of the advantages of the grouped order.

The list of the materials, the order form and the information about the contribution at the association will be more explain on the registration's day. The price of the material's pack is around 180E. The final price will be know in July and published on the website and on the display.

### **III – To pay your registration**

The registration fees in the national school of archiecture in France were in 2017/2018 around :

- 369€ for the registration in Bachelor's Degree.
- 506€ for the registration in Master's Degree.
- 623€ for the training to HMONP.
- 433€ for EPAM's training.

The payment will be only by cheque, adressed to the order of the accounting officer to ENSASE, or by cash.