Immigration Procedure for researchers who wish to come in France

Apply for a scientific visa

You will find below all the information necessary to apply for the “passeport talent scientifique” (scientific visa) in France. This type of visa is especially dedicated to researchers, scientists, professors-researchers who wish to come in France for the purpose of research or/and teaching.

1. First step: getting a “convention d’accueil” (hosting agreement)

In order to get the document called “convention d’accueil”, you must contact the International welcome office for researchers at EHESS, 3 months before your arrival, and send a scan version of all the documents listed below (1 document, 1 scan) at the following address: convention-titresdesejour@ehess.fr

- The application form: available in French or in English
- A copy of your passport. The passport must be valid for the entire duration of your stay
- A copy of your birth certificate with a translation in French (if you stay more than 3 months only)
- A copy of your marriage certificate (if your spouse is coming with you)
- A copy of your Ph.D. diploma or a copy of your master’s degree. You must also provide a sworn translation in French, or an English version of your diploma
- A curriculum vitae (5 pages max.)
- An invitation letter edited by your host at EHESS. This letter must be addressed to the President of EHESS. The date of your stay (from dd/mm/yyyy to dd/mm/yyyy) must appear along with the title of your research’s project. This letter must be edited with the headed paper and it must be signed and stamped of your host department/laboratory. Please mention if your mobility is in the framework of an international cooperation agreement between EHESS and your home institution
- A certificate of out-of-country health insurance for the entire duration of your stay.
- If you have a scholarship or a fellowship; if you have a work contract or any kind of funding, you must provide the certificate. The duration and the amount you will perceive must appear

The validation for the “convention d’accueil”:

- For short- stay (less than 3 months)

The “convention d’accueil” will be issued by the International welcome office for researchers at EHESS, and signed by the President of EHESS. You will receive the original document by fast delivery at your personal address and you will be able to apply for a short-stay scientific visa at the French consulate in your country. At your arrival, you don’t have to complete any specific procedure.
For long-stay (more than 3 months)
The work authorization will be issued by the International welcome office for researchers at EHESS, and signed by the President of EHESS. Then it will be validated and sealed by the French administration called “Préfecture de police de Paris”.

IMPORTANT (for long-stay only): expect about 2 months for the Préfecture to validate the “convention d’accueil”. You also need to take into account the time period (national holidays; vacations, especially for Christmas time and summer time). The Préfecture may request additional documents to validate your application.

There is no emergency procedure to get a “convention d’accueil”. The Préfecture fixes its own rules on which we have no regard. You cannot get a “passeport talent scientifique” without a “convention d’accueil”. This document, signed and sealed is mandatory to apply for this type of visa.

Once the “convention d’accueil” is validated we will send you the original document by fast delivery at your personal address and you will be able to apply for a long-stay visa “passeport talent scientifique” at the French consulate in your country.

There can be long delay to get appointments and to collect your visa at the French consulates. We suggest you to contact the French consulate in your country about the delay for long-stay visa. On the day of your appointment, you must provide the original document “convention d’accueil”.

2. Second step: At your arrival in France (for long-stay/more than 3 months stay only)

IMPORTANT – Since November 2016, the immigration procedure for academic/researchers has changed.

Because of this new procedure, when you have a long-stay visa “passeport talent scientifique”, you are invited to contact the International welcome office for researchers at EHESS within the first few days after your arrival, at the following address: convention-titresdesejour@ehess.fr

The procedure at your arrival depends on the duration of your stay.

For long-stay between 3 months and less than a year

As soon as you arrive, you must apply for the validation of your visa at the local Immigration office called OFII (Office Français de l’Immigration et de l’Intégration). The immigration office branch you must go depends on where you live in France. You must submit by registered postal mail the immigration form that was delivered to you at the French consulate. You must fill the form yourself, and send it with a copy of the main page of your passport, a copy of the page containing your visa, and a copy of the entry stamp in France. Then, you will receive a meeting notification to validate your visa. After this validation, your visa will worth a residence permit.
Consulates are presently implementing the new procedure. They may deliver a long-stay visa that will oblige you to follow the procedure applied for 1 year or beyond visa, even if the duration of your stay is less than a year.

- **For long-stay equal or beyond a year**

_EHESS and the Préfecture de police de Paris have a partnership. The International welcome office for researchers at EHESS will prepare, send and follow for you the file that will be necessary to get your resident permit after your arrival._

_You must contact the International Welcome Office for researchers at EHESS within the first few days after your arrival, at the following address: convention-titresdesejour@ehess.fr_

You must send a scan version of each document listed below (1 document, 1 scan):

- A copy of the visa delivered by the French consulate in your country
- A copy of the entry stamp in France
- A copy of your birth certificate with a sworn translation in French (unless you provided it when you asked for a “convention d’accueil”)
- A proof of residency in France (i.e. electricity, gas or a fixed phone bill; rental contract; home insurance) that has been issued within the last 3 months. It must be at your name. If you can’t have that kind of document, you can provide a lodging certificate (template available here) fulfilled by your lodger, along with his/her ID card, and his/her proof of residency in France issued within the last 3 months.

You also need to make an appointment with the International welcome office for researchers at EHESS. On the day of your meeting, you must bring:

- 3 photos (French size standard 3.5 X 4.5 cm on a white background)
- The original “convention d’accueil”

This meeting at EHESS is mandatory, in order to prepare your file before we transfer it to the Préfecture.

Your file will be processed by the Préfecture. They will deliver a “récépissé” (receipt), valid for 3 months. Later you will receive a multi-year resident permit (the time limit corresponds to the duration of your stay). This resident permit is valid for 4 years maximum (or 2 years depending on the case).

We will inform you when your receipt or resident permit will be ready to collect at the Préfecture. You must pay 269€ to the Prefecture, as administrative fees. The fees must be paid through fiscal stamps (stamp duty 19€+ taxes 250€).

**IMPORTANT:** The resident permit “scientifique” does not allow you to work for any other reason than teaching or searching. You can only work for the organization/institution which signed the convention d’accueil”. Any other professional activity implies a revision of your immigration status by the Préfecture (i.e the mention “worker”).
3. If you are coming with your spouse and/or with your children (under 18 years old)

The resident permit “passeport-talent famille” (academic/scientific family), exists for the family of the holder of the resident permit “passeport-talent”. It is delivered for the same duration of the initial resident permit “passeport-talent”. Your spouse can work with this permit. There is no restriction regarding the professional branch. Your spouse must pay 269€ as well, as administrative fees. The fees must be paid through fiscal stamps (stamp duty 19€+ taxes 250€) directly at the Préfecture.

If you are coming with your family, the procedure at your arrival in France is the same. Each member of your family must provide the same documents we requested for you, except the documents proving your researcher status (i.e. your diploma).

4. If you wish to travel before the Prefecture delivers your resident permit

If you have any professional or personal obligation to travel out of France, please be sure you have the proper documents with you to be certain to enter France on your way back.

If you are not a European citizen, if you live in France and you want to travel in a country out of the Schengen Area, be certain to have with you:

- A valid resident permit or
- A long-stay visa that is worth a resident permit (“visa long séjour valant titre de séjour”= VLS-TS) or
- A receipt for the renewal of your resident permit (the date of the receipt must be valid and must be accompanied with your resident permit that is being renewed)

**ATTENTION:** the receipt you receive when you apply for the first time for a resident permit does NOT allow you to travel beyond France. If you have any question, please contact us.

Emergency procedure must remain extraordinary. There is no guarantee that the Préfecture de Paris will process your application faster.