

Welcome handbook  
for scientists

French Hosting  
Programme for  
Scientists and Artists  
in Exile

# PAUSE

**PAUSE**

PROGRAMME NATIONAL D'ACCUEIL EN URGENCE  
DES SCIENTIFIQUES ET DES ARTISTES EN EXIL

**COLLÈGE  
DE FRANCE**

— 1530 —



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The PAUSE programme has chosen to use inclusive writing in part of this handbook to demonstrate its support and daily commitment to respecting diversity and gender equality, but not in all of it for reasons of readability.

# About PAUSE

Geopolitical crises are proliferating worldwide, impacting on the academic and artistic freedom of many researchers and artists, and sometimes placing their lives and those of their families in danger.

As promoters and teachers of critical thinking, researchers and artists are often specifically targeted by authoritarian and totalitarian forces of all forms. When human rights are being trampled, these men and women are the first in line for purges, persecution, imprisonment and even execution. In keeping with the French tradition of welcoming intellectuals, the National Ministry of Higher Education and Research launched an ambitious programme in January 2017, to host researchers in situations of emergency at French teaching and research institutions.

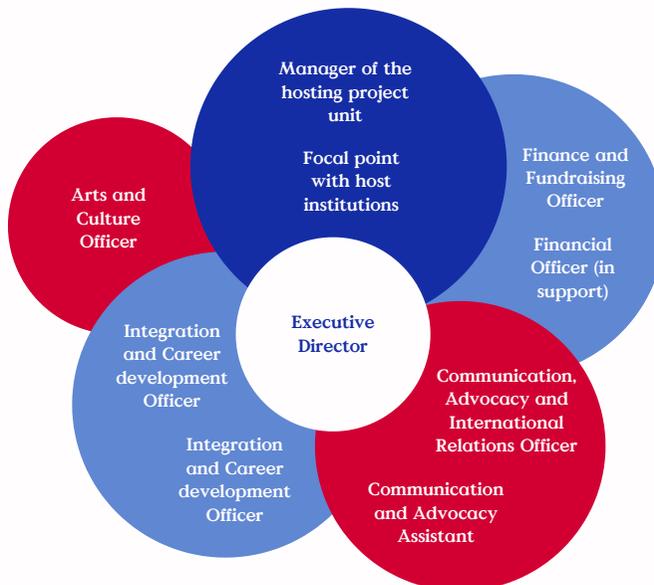
Since its launch, the French Hosting Programme for Scientists and Artists in Exile (PAUSE) has been expanded to include public and Ministry of Culture-accredited institutions to welcome artists in exile. Starting in 2019, the programme launched an appeal to extend the network of public and private sector partners, strengthen ties with higher education or research institutions and promote the involvement of art schools and institutions.

Hosted by the Collège de France, PAUSE brings together public authorities and major institutions of the academic, scientific and artistic communities to enable these professionals at risk to continue their work in France and bring their families to safety. This mission to provide hosting and support is made possible by funding provided to PAUSE by public authorities, private sector organisations and civil society associations.

# Gouvernance of the PAUSE programme



## Executive team



# Introduction

The PAUSE team is pleased to have you among its laureates and we are delighted to welcome you to the community of scientists and artists supported by the programme.

This welcome handbook has been created in response to a number of questions and concerns that some of you have expressed around the complexity of the procedures required on arrival and when settling in France, but also in relation to professional integration after PAUSE funding ends.

Although not exhaustive, this handbook aims to provide a single reference document with the various information and resources that may be useful in carrying out your project; from leaving your country of origin to settling in France (administrative procedures, legal services, etc.) where applicable, but also in preparing for your professional integration after PAUSE support ends.

This handbook will be regularly updated and expanded in its digital version, which can be viewed and downloaded from the PAUSE programme's website, through the monitoring of the PAUSE team. We invite all members of the PAUSE community - laureates, hosting institutions and institutional or association partners - to send us any useful information which might enrich this document.

We hope you will find this handbook helpful in navigating your various procedures. If you have any difficulties, we would encourage you to get in touch with your host institution, which is your main point of contact, but we are still here to help.

**The PAUSE Team**



## **REGULAR UPDATES**

The information in this handbook is subject to change; its digital version, which can be viewed and downloaded from the PAUSE programme website, is updated on a regular basis.

**[programmepause.fr](http://programmepause.fr)**

➤ Last updated in **March 2024**.

## **STAY UP-TO-DATE: SIGN UP TO THE MAILING LIST!**

To ensure that you don't miss out on information and events relating to the PAUSE programme, we invite you to sign up to the recipients mailing list by submitting a request to the programme's executive team.

**[pause@college-de-france.fr](mailto:pause@college-de-france.fr)**

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# I am a scientist in exile

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## Who are the recipients covered by the programme?

The PAUSE programme is intended for scientists and artists living in countries of conflict, or suffering persecution on the basis of their minority, ethnic or religious status, their commitment to union, political party or citizen representative organisation, their sexual orientation, the content of their research or the free expression of their opinions.

Support from the PAUSE programme takes the form of co-funding to host a scientist or artist in exile within a higher education and research institution or a cultural institution in France .



See the **cultural welcome handbook** specifically dedicated to information on the hosting of artists in exile.

## How can I ensure that communications are secure?

### Secure communication

To ensure the security of communications, we recommend the use of secure communication methods, such as end-to-end encrypted messaging apps. In addition to the encryption of messages, voice and video calls, as well as the non-collection of user data, these applications allow the deletion of messages after sending. As a security measure, it is also advisable to limit the sharing of sensitive information.



#### Mobile messaging services

Olvid (first preference)  
Signal



#### E-mail services

Protonmail : [programme-pause@protonmail.com](mailto:programme-pause@protonmail.com)  
Telegram

# Who is eligible for the PAUSE programme ?

Foreign scientists from all geographical areas and fields of study are eligible for the PAUSE programme, providing they fulfil the following criteria:

- **Have the status of PhD student** (thesis in progress, interrupted by a threat), **researcher** or **teacher-researcher** in their country of origin.
- **Be in a situation of emergency.** The level of emergency is assessed on the basis of the security situation of the country of origin and/or persecution or fear of persecution based on the individual's ethnic origin, religion, political activism, opinions, sexual orientation, the content of their work and/or teaching.
- **Be forced into exile from their country of origin, or have been in France for less than 3 years.**

Financial emergencies do not fall within the scope of the programme.

## **Do I have to have refugee status or be an asylum seeker to be eligible?**

**No.** The PAUSE programme is intended for **any exiled person** irrespective of their current or pending administrative status.

## How can I benefit from PAUSE support ?

### Preexisting contacts with the scientific community in France

Applicants who have preexisting links with a French higher education institution or research organisation are invited to contact the latter to inform them of their at-risk situation, of their need for emergency hosting and their intention to benefit from the support of the PAUSE programme. As PAUSE covers 60% of the hosting costs, it should be noted that the institution must cover the remaining 40%.

If the institution agrees to support the applicant, they have to submit an application via the PAUSE programme website, as part of one of the **three calls for applications** opened each year.



See the [PAUSE programme](#) website for the calendar of calls for applications in the section “Be hosted” under the tab “Calls for applications calendar”.

### No existing contacts with the scientific community in France

Applicants who do not already have links with a higher education institution or research organisation in France are invited to register as a “scientist looking for an institution” via the [PAUSE programme platform](#).

If an applicant meets all of the three eligibility criteria and at the required academic level, the PAUSE team will contact them in order to support them in their search for a host institution.



Eligibility for support by the programme in the search for a host institution **is not an indication of the final decision that will be made on conclusion of the assessment process.**

On confirmation of their registration, the PAUSE programme circulates the anonymised academic profile among its partners and references it on its website. **The applicant must still continue their own efforts to establish contact with host institutions that have matching areas of research and may be interested in their academic profile.** We advise applicants to contact the Director of the laboratory or research department of the identified institution.

The academic must inform the PAUSE programme of their contact with an institution, and inform the institution of their intention to benefit from the support of the PAUSE programme.

If the institution agrees to support the applicant, they then submit an application via the PAUSE programme website, as part of one of the **three calls for applications** opened each year.



**Applicants are strongly advised to initiate the process of searching for a host institution in parallel with PAUSE programme's efforts.** The programme also reminds applicants that **it can neither commit to a specific timeline for establishing contact, nor to any expected outcome.**

In case of unique circumstances, please contact the PAUSE team directly:



[pause@college-de-france.fr](mailto:pause@college-de-france.fr)

1.



Registration via the dedicated online platform

2.

Search for a host institution with the help of the PAUSE programme



3.



Identification of a host institution

4.

Submission of the application by the institution during a call for applications



## How long does PAUSE support last?

The financial support provided to institutions for the hosting of an applicant covers a maximum initial period of **12 months**. Institutions are advised to submit a hosting project of the same length. Hosting can be offered for a shorter period, but no less than 6 months.

At the end of the initial funding, the institution may submit a renewal request as part of one of the three yearly calls for applications. The assessment is primarily based on the progress of the researcher's work and their successful integration within the host institution. In view of the **application assessment timeline**, it is recommended to **prepare renewal applications in advance** in order to avoid any breach of contract.

PhD students may benefit from two renewals, over a total of 3 years, in order to allow them to complete their PhD. A renewal request application must be submitted each year as part of one of the regular calls for applications.

1.



Application approved by the assessment committee

2.

Academic hosted for a maximum period of 6-12 months



3.



Payment of PAUSE co-funding to the institution, on provision of the necessary supporting documents

4.

Renewal of the co-funding for an additional year (+1 for PhD students) subject to favourable assessment of the renewal request application.



# What supporting documents are required for the initial application file?

The host institution is responsible for the submission of the application file. The application file consists of a form to be completed online and supporting documents to be uploaded via the [application submission platform](#). For this purpose, the applicant must provide the institution with the following supporting documents:

- **Copy of the first two pages of the applicant's passport or identification document.**
- **Document confirming the applicant's administrative status in France** if already in the country (visa, residence permit, receipt for an asylum request, proof of refugee status, subsidiary protection, etc.).
- **Detailed CV and list of publications.**
- **Presentation of the research project.**
- **Document confirming the applicant's status** as a lecturer-researcher or researcher.
- **Personal statement** by the applicant detailing their circumstances and career.
- Any documents providing proof of the **applicant's at-risk situation.**
- **GDPR consent form.**
- **Sworn declaration** duly completed and signed by the applicant.

# What supporting documents are required for renewal requests ?

- **Copy of the applicant's residence permit**, or any other document confirming the applicant's administrative status in France (visa, residence permit, receipt for an asylum request, proof of refugee status, subsidiary protection, etc.).
- **Letter from the host laboratory** providing their assessment of the applicant's integration and involvement, as well as the progress of their research work after the initial year of PAUSE support. This document is an essential factor in the assessment of the application file.
- **Letter of the thesis supervisor** providing details of their assessment of the applicant's integration and involvement, the progress of their thesis and the opinion of the doctoral school (for PhD applicants).
- **Detailed and updated CV and list of published work.**
- **Presentation of the updated research project.**
- **Cover letter** by the applicant in support of the renewal of PAUSE support.
- **Sworn declaration** duly completed and signed by the applicant.
- **GDPR consent form.**
- **Report form for the past year to be completed by the applicant online** via their personal account. This document must be submitted separately by the applicant to the following email address. This document is essential for the assessment of the application file.

[pause@college-de-france.fr](mailto:pause@college-de-france.fr)



See the [PAUSE programme](#) website for the list of supporting documents to be provided in the section "Be hosted" under the tab "Useful documents".

## Use of personal data

Under the General Data Protection Regulation (GDPR) of 20 June 2018, the PAUSE programme is required to obtain PAUSE applicants' consent to the use of their personal data. When submitting applications, the institutions must send the **Declaration of consent to data transfer** (GDPR consent form) which provides for the use of personal data for the following purposes.

- **Review and follow-up of application files.**
- **Statistical analysis and follow-up of action by the PAUSE programme.**
- **Assistance and follow-up of the hosting of recipients of PAUSE programme support.**

These data are intended for the use of the internal departments of the Collège de France, the members of the assessment committee, the members of the executive committee and the host institution. They may also be communicated to the service providers of the Collège de France (particularly IT) solely in the context of the provision of services entrusted to them.

The declaration of consent to data transfer also includes specific information on the data processing rights and freedoms applicable.

In order to ensure the successful integration of laureates personal data in relation to their identity and family status are communicated, subject to the recipient's consent, to the relevant **Euraxess or Acc&ss services centre** of their hosting region.



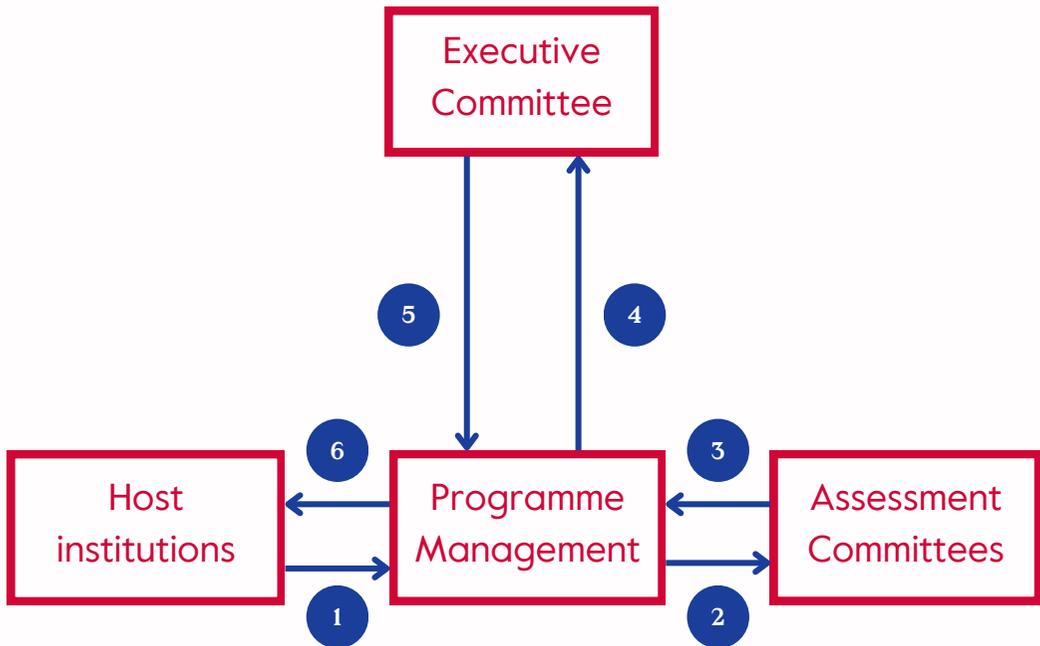
See the **PAUSE programme** website for the template Declaration of consent to data transfer form in the section "Be hosted" under the tab "Useful documents".



The Data Protection Officer (DPO), appointed by the Collège de France, is responsible for responding to any personal data protection-related questions or issues encountered by the institutions and laureates in the context of the PAUSE programme.

**dpd.dgs@college-de-france.fr**

# How does the application assessment process work ?



- 1 Submission of applications
- 2 Applications forwarded to the Committee for assessment
- 3 Assessment decisions communicated to the PAUSE team
- 4 Accepted applications submitted to the Executive Committee
- 5 Applications approved by the Executive Committee
- 6 Institutions notified of the decisions and supported in hosting the laureates team

## Assessment stages

Applications are assessed by the **Assessment committee** of the PAUSE programme, consisting of **volunteer scientific experts**. These committee members are assigned several applications to be assessed based on the following criteria:

- **The degree of urgency and threat.**
- **The quality of the scientific application.**
- **The terms and conditions for support and personal and the professional integration plan submitted offered by the hoist institution..**



It should be noted that the application assessment timeline is approximately **two months**.

The PAUSE programme's **Executive Committee** selects applications from those put forward by the Scientific Committee. Its decisions are final.

## Communicating your personal situation

We advise applicants to provide **as much details as possible when describing their personal situation and the threats** they face, in order to allow the assessment committee to fully appreciate the level of risk.

## How are decisions announced?

Upon completion of the assessment process, an email is sent to the heads of institutions and the contacts designated in the application file notifying them of the results. **Institutions are then responsible for directly notifying academics of the decisions.**

In the event of a positive decision, the notification email includes the following items:

- **A funding agreement** including an institutional charter.
- **Declaration of assumption of duties** which must be sent to the executive team with the copy of the laureate's contract upon assumption of duties.
- **Copy of the contract.**



# My application has been accepted

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## Arrival in France

In liaison with the relevant partner institutions of the PAUSE programme, the **host institutions are primarily responsible for providing support to laureates** and their families when settling in and during their professional integration in France.

### Euraxess

The PAUSE programme has partnered with Euraxess, a European Commission initiative for researchers on international placements. The scheme offers support in their personal and professional development when settling in a new country. The Euraxess France network consists of 42 centres located throughout the country, where advisors provide free information and advice to researchers, including foreign PhD students.

Acc&ss centers are located in the Ile-de-France region. They are managed by the Cité internationale universitaire de Paris, but are also part of the Euraxess European services network.

- **Preparing for your stay.** The advisors at Euraxess and Acc&ss offer support for all formal entry procedures, such as obtaining a visa, work permit or residence permit.

- **Help with settling in.** Euraxess and Acc&ss advisors assist foreign researchers and PhD students in looking for housing, getting health insurance or opening a bank account.

- **Help with administrative procedures.** Euraxess and Acc&ss advisors assist foreign researchers and PhD students with procedures such as registering for social security, paying taxes, signing up for unemployment benefit, pension contributions or child benefits.

- **Help with integration.** Euraxess and Acc&ss centres can help in finding French language courses, physical and cultural activities or childcare and tutoring services.

To benefit from this support, **researchers must register via the [FNAK platform](#).**



See the [list of Euraxess and Acc&ss centres](#) (in Paris and Ile-de-France) located throughout France. Some Euraxess centres are located within university campuses. To benefit from this support, researchers must register via the [FNAK](#) platform.

## Administrative procedures

Laureates not located in France are advised to **apply for a “researcher-talent passport” long-stay visa (VLS)**, including laureates planning to apply for asylum. After arriving in France, a request for asylum can be submitted at any point.

Laureates already located in France may immediately apply for a **“researcher-talent passport” multi-year residence permit** via the [ANEF](#) website.

### “Researcher-talent passport” long-stay visa (VLS)

Laureates planning to stay in France for a period of 12 months or longer must apply for a **“researcher-talent passport” long-stay visa**, for **PhD students, researchers and teacher-researchers**. This residence permit authorises the holder to **stay and work in France**. To obtain this visa, the applicant must meet the following conditions:

- **Hold a masters-level diploma or higher.**
- **Be in France** for the purpose of research work or to provide university teaching.

- **Have a hosting agreement signed** with an approved public or private body responsible for research or higher education.

In order to obtain a “researcher-talent passport” long-stay visa, laureates must submit an application to the French consular authorities of their country of residence.



See the [France-visas](#) website for information on the procedures and documents to be provided.

### “Researcher-talent passport” multi-year residence permit

After obtaining the “researcher-talent passport” long-stay visa, or if the laureates are already located in France, they must submit an application for the **“researcher-talent passport” multi-year residence permit** via the [ANEF](#) website within **2 months** of their arrival in France.

When submitting this application, a submission certificate is issued in digital format. The permit is presented to the recipient by the prefect or deputy prefect's office of the place of residence by appointment.

Once obtained, the residence permit is valid for a period equal to that of the employment contract, up to a maximum of **4 years**.

### **“Researcher-talent passport” long-stay visa equivalent to a residence permit (VLS-TS)**

Laureates planning to stay in France for a period of 12 months or less must apply for a **“researcher-talent passport” long-stay visa equivalent to a residence permit (VLS-TS)**, via the French consulate of their country of residence. Within a period of **3 months** of their arrival, the recipient must **validate** their visa via the [ANEF](#) website.

### **Simplified “accompanying family” procedure**

This procedure enables holders of the “researcher-talent passport” multi-year residence permit to obtain a **“talent passport-family” visa** for their spouse and minor children. It allows them to bypass the family reunification procedure.

## **Simplified procedure for PAUSE programme recipients**

A simplified procedure has been introduced for PAUSE programme recipients to obtain a “talent passport-researcher” multi-year residence permit. The following supporting documents are required:

- **Identification documents.**
- **Hosting agreement** (Cerfa No. 16079\*03) providing proof of the purpose and length of stay in France, issued by a previously approved public or private body responsible for research or higher education. This document is provided by the host institution.
- **Higher education diploma** relevant to the research work or university-level teaching.

### **Renewal of the “researcher-talent passport” multi-year residence permit**

As part of the renewal of your residence permit, the application must be submitted between 4 to 2 months before the expiry of your residence permit. Penalty of payment of a **late submission is €180**.

If you do not have all of the supporting documents required on expiry of the 2-month deadline, you must submit your application online, providing an explanatory letter (hosting agreement in progress, awaiting registration with France Travail). The “researcher-talent passport” multi-year residence permit may be renewed if the following criteria are met:

- **Hold a masters-level diploma or higher.**
- **Hold a currently valid residence permit.**
- **Have a hosting agreement** (Cerfa No. 16079\*03) signed with an approved public or private body responsible for research or higher education.

The application must be submitted no earlier than **4 months** and no later than **2 months** before the expiry date of the residence permit via the [ANEF](#) online portal. Once obtained, the “researcher-talent passport” multi-year residence permit is valid for a period equal to that of the employment contract, up to a maximum of 4 years.

## Travel outside of France

- **“Researcher-talent passport” long-stay visa equivalent to a residence permit (VLS-TS)** The holders of this visa may travel freely within the Schengen area in the **first 3 months after arrival in France**. After this period, they must have **validated** the long-stay visa equivalent to a residence permit on the VLS-TS portal and retain the **confirmation document** issued on validation

- **“Researcher-talent passport” long-stay visa (VLS)**. Holders of a simple “researcher-talent passport” long-stay visa may freely enter and exit the Schengen Area during the **first 3 months after entry into France**. After this period, they must hold a residence permit in order to travel outside of France. They must await the issuance of the **residence permit** in order to be able to travel outside the country.

# Administrative Statuses in France

The French Office for the Protection of Refugees and Stateless Persons (OFPRA) is the governmental body responsible for assessing applications for asylum, under the authority of the Ministry of the Interior. Applications for refugee status are submitted to this body.

## Asylum

The protection granted by a host State to a foreign national at risk of serious harm in their country of origin and unable to benefit from the protection of the authorities of that country.



The asylum application is a procedure that involves a number of **restrictions**, including not being able to return to the country in which the asylum seeker was at risk. Potential asylum seekers are advised to **inform themselves fully** before embarking on this procedure.

## Asylum application procedure

### ➤ First receptions

The first step involves an interview with an official of the

prefect's office, who gathers information on the asylum seeker's journey from their country of origin and takes fingerprints. The official submits a new asylum application and an **asylum application certificate** certifying the asylum seeker's right of residence.

As a second step, the asylum seeker meets with the French Office for Immigration and Integration (OFII) which, depending on the asylum seeker's personal situation and resources, may suggest that they benefit from **material reception conditions** (CMA). The CMA consist of an **asylum seekers' allowance** (ADA) and accomodation.



If you are outside the Ile-de-France region, you can arrange an interview by contacting the SPADA (First Reception Structure for Asylum Seekers) of your region. The contact details are available at the website of the [French Office for Immigration and Integration \(OFII\)](#).

If you are in the Ile-de-France region, you can arrange an interview by contacting the following number:

**+33 01.42.500.900**

## ➤ Reception at the Single Desk for Asylum Seekers (GUDA)

The application is formally registered during the meeting at GUDA. The interview consists of a meeting with an official from the prefect's office, then with an OFII official in order to gather the information required to prepare the asylum application (personal information, journey from the country of origin, taking of fingerprints).

If the French state is responsible for the application, an asylum application certificate, as well as a file by the French Office for Protection of Refugees and Stateless Persons (OFPRA) are sent to the asylum seeker.

If regulatory conditions are met, the asylum seeker is offered an Offre de Prise en Charge (OPC), in order to help them cover their needs during the asylum application procedure (allowance and accommodation). This offer consists of entitlement to an asylum seeker's allowance (ADA) and an offer of accommodation.



The ADA is **income-dependent**. Support laureates employed by their host institution who apply for asylum may not claim the ADA or OPC.

## ➤ Sending the application file to the OFPRA by registered mail with recorded delivery

After registering the application at the GUDA, asylum seekers have **21 days** to submit their file to the OFPRA. Depending on individual circumstances, assistance in filing the application may be provided, either by the housing organisation, or by the SPADA at which the asylum seeker has a registered address.

## ➤ Assessment of the application

The application is filed by **OFPRA**, a public body under the authority of the French Ministry of the Interior which may either grant refugee status or subsidiary protection, or reject the application. Each stage of the procedure may be tracked via a personal online account.

<https://www.usager.ofpra.gouv.fr/ofpra/user/login>

## ➤ Appeals against OFPRA's decision

Asylum seekers have one month to file an appeal with the **Cour National du Droit d'Asile** (National Court of Asylum - CNDA), either to contest the decision on the granting of subsidiary protection, or to contest the rejection of the asylum application.

## Refugee status

Defined by the Geneva Convention of 28 July 1951, the status of refugee is granted to *“someone who is unable or unwilling to return to their country of origin, owing to a well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group, or political opinion.”* It grants access to the issuance of a **10-year resident card**.

## Subsidiary protection

International Protection provided by France to an asylum seeker who does not meet the criteria for granting of refugee status, but for whom there are serious and proven grounds to believe that they are at real risk of serious harm in their country: death penalty or execution, torture or inhuman treatment, exposure to internal or international armed conflict. This status grants access to a **multi-year residence permit of up to 4 years**.

## Stateless person status

The status of stateless person is derived from the New York Convention of 28 September 1954 on the status of stateless persons, according to which a stateless person is *“a person who is not considered as a national by any State under the operation of its law.”*

The status may be applied for in parallel with the application for asylum and expires when the applicant is granted a citizenship.

## Temporary protection

Exceptional and temporary measure introduced by the EU Council in response to a particular situation in a given country. It applies to non-European foreign nationals fleeing en masse from their country or region of origin and unable to return, due in particular to armed conflict, violence or having been victims of serious and repeated violations of their Human Rights. It was implemented in response to the outbreak of war in Ukraine. This measure is currently **only available to Ukrainian nationals**, and has been extended until 3 March 2025.



The procedures to request this status must be carried out **at the prefect's office** of the department of the place of residence or accommodation and not through the bodies of **OFPPA**.

## Useful ressources

- [Service-public.fr](http://Service-public.fr). Website of the public service on rights and procedures in relation to an asylum application.
- [Groupe d'Information et de Soutien des Immigrés \(GISTI\)](http://Groupe d'Information et de Soutien des Immigrés (GISTI)). Website of the GISTI offering legal advice for foreign nationals.
- [La Cimade](http://La Cimade). Association providing support for migrants, refugees, displaced persons, asylum seekers and foreign nationals without legal status.
- [Watizat](http://Watizat). Association campaigning for access to information for persons exiled in France, which publishes guides in French, English, Arabic, Dari and Pashto.
- [France Terre d'Asile](http://France Terre d'Asile). Association providing support to asylum seekers and advocating for the right of asylum in France.
- [Jusifit.fr](http://Jusifit.fr). Directory of lawyers specialising in asylum law in France.

## Housing

The host institution supports laureates in their procedures. In the event of difficulty in finding housing, they should be the first point of contact in order to identify solutions. However, there are several basic resources available to researchers in France.

- [Centre Régional et National des Œuvres Universitaires et Scolaires](http://Centre Régional et National des Œuvres Universitaires et Scolaires) (CROUS et CNOUS). The CROUS and CNOUS have accommodation in all university cities in France, including 82 centres in the Ile-de-France region. It is possible to apply for residential accommodation (single-person rooms) at any time of year, by completing the Dossier Social Etudiant (Student Social Record - DSE) and filing an application via the dedicated portal. The PAUSE programme has a partnership with the CNOUS, which is a member of its Executive Committee.
- [La Cité Internationale Universitaire de Paris](http://La Cité Internationale Universitaire de Paris) (CiuP). The CiuP is a group of university halls of residence in the city of Paris that house students and researchers.

The CiuP is a partner of the PAUSE programme and regularly supports laureates in their search for accommodation. It is possible to apply for residential accommodation at any time of year via the dedicated portal.

➤ [La Maison Suger de la Fondation Maison des Sciences de l'Homme](#) (FMSH). Maison Suger provides accommodation to researchers of any nationality who are conducting research in the humanities and social sciences and have been invited to Paris by a French research institution.

➤ [La Villa Louis Pasteur de l'École Normale Supérieure](#) (ENS). Villa Louis Pasteur is an international scientific accommodation facility designed specifically for short and medium-length stays. It is available to foreign researchers who have been invited by research and higher education organisations in Paris.



Additional resources are available at the [programmepause.fr](http://programmepause.fr) website in the "Housing" sheet.

## Financial support

### Financial support for housing

The Caisse Nationale des Allocations Familiales (National Family Allowance Fund - CNAF) coordinates the network of Caisses d'Allocations Familiales (Family Allowance Funds - CAF) located throughout France. The CNAF and the CAFs make up the Family branch of the French Social Security system. The CAFs are responsible for the payment of family benefits, housing benefits and some benefits for poverty alleviation, such as the RSA (Active Solidarity Income) or the Prime d'activité (Activity Bonus).



See the website of the [Caisse d'Allocations Familiales](#) (CAF) to determine which support is most suitable for your situation and to make your application.

➤ **Aides personnalisées au logement** (APL). Means-tested financial support intended to reduce the amount of rent or monthly mortgage payments. It is paid on the basis of the applicant's individual housing situation. This support is not available to persons who already receive the Allocation de Logement Familiale and Allocation de Logement Sociale.

- **Allocation de Logement Familiale (ALF).** Means-tested financial support intended to reduce the amount of rent or monthly mortgage payments. It is calculated on the basis of the family situation (recipient of family benefits, number of dependents, etc.).
- **Allocation de Logement Social (ALS).** Means-tested financial support intended to reduce the amount of rent or monthly mortgage payments. It is available to households that do not already claim APL or ALF.

## Financial bonuses for housing

The CAF also arranges one-off support measures for the following situations:

- **Prime de déménagement.** House-moving bonus on the birth of the 3rd child or any subsequent children.
- **Prêt à l'amélioration de l'habitat (PAH).** Home-improvement loan for renovation or heat insulation work in the main residence.
- **Action sociale logement et habitat des familles.** Social and family housing benefit in addition to statutory benefits for families receiving an allowance from the CAF.

## Financial support granted to low-income households

- **Social tariffs for water bills.** Some local authorities offer this discount to persons they identify. There is no need to apply in order to benefit from this discount.
- **Social phone tariffs.** Lower-rate landline phone tariff for recipients of Revenu de Solidarité Active (RSA) or the Allocation de Solidarité Spécifique (ASS) who have a landline with the telecoms operator Orange. To benefit from this tariff, the social organisation you report to (CAF, MSA or Pôle emploi) will provide you with a declaration to send to Orange.
- **Chèque énergie** (energy allowance). Support for payment of charges linked to energy costs (electricity and gas bills, energy efficiency work, etc.) for low-income households. The tax authority is responsible for drawing up a list of persons who meet the conditions for eligibility. The recipients do not need to make a formal application. The Agence de Services et de Paiement (ASP) sends the energy allowance to the relevant persons.



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# Learning the French language

## Learning at the host institution

Host institutions are responsible for providing support laureates with access to FLE language courses.

- **Diplôme d'Université (DU) Passerelle – Etudiants exilés.** The member institutions of the MEnS Network offer a Passerelle University Diploma for the learning of expanded skills. It gives the holder access to scholarships, based on the social criteria of the CROUS.



See the website of the [MEnS Network](#) for a list of universities that offer this training in Ile-de-France.

## Learning outside the host institution

Learning the French language is key to ensuring successful social and professional integration.

- **[Grand Répertoire des centres de Français Langue Etrangère \(FLE\)](#)**. Directory of Language Schools, Centres, Universities, independent Schools and French Alliances listed by region and by city.

The directory can be used to find a language school based on the language proficiency level, course content and geographical location.

- **[Carte des centres et établissements labélisés qualité Français Langue Etrangère \(FLE\)](#)**. Map of FLE-accredited schools and institutions throughout France. The FLE Quality accreditation allows students to identify FLE schools that offer guaranteed quality of language teaching and services.

- **[Socio-linguistic Workshops](#)**. Training courses aimed at empowering French language learners in the social contexts of daily life.



See the website of the [Réseau des Acteurs de la Dynamique des ASL \(RADyA\)](#) for a map of the training courses available in France.

- [Réseau Alpha](#). Network of language training courses in French in the Ile-de-France region.
  - [Paris Adult Learning Courses](#). Service provided by the city of Paris, consisting of a wide range of training courses taught at 140 schools and colleges in Paris, for persons over the age of 18, with a confirmed beginner's level of language proficiency.
  - [Centres Paris Anim'](#). These 50 schools located in Paris and managed by the City of Paris offer a wide variety of activities (weekly courses, intensive language courses).
  - [Erasmus+ Online Linguistic Support \(OLS\)](#). Platform designed specifically in the context of academic mobility, for language learning. Many language and professional training services are available online.
  - [Fun MOOC « Vivre en France »](#). The France Digital University platform offers a range of free online courses in various areas that are open to all. The "Vivre en France" MOOC is provided by the Department of Integration and
- Access to Citizenship (DGEF) of the French Ministry of the Interior and Overseas Territories and covers day-to-day communication, settling-in and administrative procedures and searching for jobs.
- [EdX Cours « Français élémentaire I »](#). The edX platform offers free online courses on various topics that may be accessed by all. The Français élémentaire I (Basic French I) course is provided by the University of Montréal and allows students to learn the basics of the French language.
  - [Apprendre le français – TV5 Monde](#). Free and interactive website allowing students to learn French through videos, programmes and news reports.
  - [Le français facile avec Radio France internationale \(RFI\)](#). Platform for French language learning via exercises, podcasts and listening exercises on international news. Exercises to prepare for the various French language diplomas are available (DELF, TCF and DFP).

# Careers in higher education and research in France

In the field of teaching and research in France, there are two statuses: fonctionnaire (tenured) and non-titulaire (non-tenured).

## “Non-titulaire” status

- **PhD.** Study for a PhD diploma can be accessed after a masters degree. If contractual, PhD candidates may hold a **3-year doctoral contract**, signed with a public higher education institution or a research organisation. They may also sign a **Convention Industrielle de Formation par la Recherche** (CIFRE) which allows them to prepare a thesis while working in industry in connection with a research laboratory.
- **Chargés d’Enseignement Vacataires** (CEV). The status of temporary lecturer is available to individuals whose main professional activity is in France or abroad, and who fall within the following categories.

- **Public sector or government employee**
- **Company director**
- **Private sector employee**
- **Self-employed person subject to the territorial economic contribution**

- **Agent Temporaire Vacataire** (ATV). The status of non-tenured employee is available to students enrolled in a 3rd cycle (PhD) program and to persons in retirement or early retirement.
- **Postdoctoral Researcher.** Postdoctoral contracts, offered by research organisations, laboratories and departments within universities and businesses, are for a period of 3 to 6 months and are signed on completion of a PhD.
- **Associate Professor.** This status allows a professional to perform the function of teacher-researcher for a period of 6 to 9 months. It is available to individuals who have professional experience other than in teaching and related to the speciality taught.

- **Foreign Language Teaching Assistant and Teacher.** The status of teaching assistant is available to individuals who hold a masters degree. The status of language teacher is available to individuals who have completed the first year of their thesis. The contract is for 1 year, with the possibility for renewal.

## Hiring procedures

Universities hire non-permanent contract staff directly. Applications must be submitted directly to the public higher education and research institutions. Some job vacancies may be viewed at the following websites.

- **Galaxie des personnels du supérieur.** Platform run by the French Ministry of Higher Education and Research, providing access to a range of services related to searching for a job in the world of higher education in France.
- **Choisir le service public.** Platform set up by the French government, offering support in searching for a job.

- **Centre National pour la Recherche Scientifique (CNRS).** Section of the CNRS website dedicated to searching for a job in higher education and research.

- **Agence Nationale de la Recherche (ANR).** The ANR, a member of the Executive Committee of the PAUSE programme, is responsible for implementing the funding of French research projects, for public operators in collaboration with the ANR or with businesses. In response to the war in Ukraine, the ANR and the PAUSE programme established a partnership with the aim of funding the hosting of Ukrainian researchers.



- Please contact the **human resources department** of your host institution for more information on specific positions and application procedures.

## “Titulaire” status

- **Enseignant-chercheur.** In France, the role of teacher-researcher is available to holders of a PhD after a competitive hiring process. Teacher-researchers conduct their research and teaching at university laboratories, generally within major research organisations. There are two statuses of teacher-researcher: maître de conférences (Associate Professor) and professeur des universités (Professor).

- **Researcher.** In France, the role of researcher is available to holders of a PhD. Researchers conduct their research at major research organisations and higher education institutions.

## Hiring procedure

To access the roles of maître de conférences and professeur des universités, candidates must undergo a competitive hiring process. These positions may be accessed within each higher education and research institution after obtaining a qualification for the roles of maître de conférences and professeur des universités, awarded by the Conseil National des Universités (CNU).



Candidates in a teacher-researcher role at a foreign higher education institution may be **exempted from registration** on the list of qualified persons for the role of maître de conférences on the advice of the Scientific Committee of the institution with regard to the candidate's degrees, work and academic level.

## Useful resources

- [Fiches métiers du Ministère de l'Enseignement supérieur et de la Recherche](#). Information sheets on research roles.
- [Rapport sur l'état de la recherche et de l'enseignement supérieur en France](#). Yearly statistical status report on the French academic system, its developments, resources and outcomes.
- [Syndicat national de l'enseignement supérieur \(SNESUP\)](#). Website providing information on employees' general rights.

# Searching for new career opportunities

## National resources

The PAUSE programme has entered into a number of partnerships to facilitate the professional integration of its laureates after the end of their contract, funded jointly by PAUSE.

- [Association Bernard Gregory](#) (ABG). A partner association of the PAUSE programme offering job vacancies, assignments and calls for papers in France and worldwide. Under its partnership with the PAUSE programme, the ABG offers training workshops, networking and personalised support for PAUSE laureates.
- [Association Pour l'Emploi des Cadres](#) (APEC). A partner association of the PAUSE programme, which offers job vacancies for executives, job profiles and advice on searching for a job in France. As well as its online service, it also has centres throughout France.

- [For Women In Science](#). L'Oréal-UNESCO project that offers a For Women In Science scholarship in order to support women researchers in STEM subjects.

## European resources

- [Euraxess](#). Tools and advice for professional career development.
- [Action Marie Skłodowska-Curie](#) (MSCA). An initiative by the European Commission, offering scientific job vacancies and subsidised research programmes in the public and private sectors, regardless of the nationality or area of research, both within and outside of the EU. This initiative also awards excellence scholarships to support research and innovation.

## Support programmes for scientists in exile

As part of its international work, the PAUSE programme has developed partnerships with other support programmes for scientists in exile.

- **Council For At-Risk Academics** (CARA). British programme providing emergency support for researchers who are at risk, forced into exile or who remain in their countries of origin despite the risks they face.
- **Philipp Schwartz Initiative**. German initiative led by the Von Humboldt Foundation, enabling German universities and research institutions to host researchers at risk through a scholarship programme.
- **Scholars At Risk Network**. Worldwide network of higher education institutions hosting researchers at risk.
- **Scholar Rescue Fund**. Programme led by the Institute of International Education's Scholar Rescue Fund (IIE-SRF), offering scholarships and support to at-risk and displaced researchers.

## Réseau des lauréat·e·s du programme PAUSE

The PAUSE programme laureates' network was started in 2021 and has expanded significantly in the course of 2022. This network for mutual assistance and experience-sharing between laureate thrives on the involvement and enthusiasm of both former recipients and more recent arrivals. They run the network and share their experiences, thus ensuring their respective needs are met. As such, the programme's laureate network plays a key role in the socio-professional integration of researchers and in creating a PAUSE community.

### Rencontres Science, Art & Société

Run by members of the recipients' network, the Science, Art and Society Meetings provide a space for sharing and recognition of their work. They are organised in the form of webinars on the first Tuesday of every month, and are open to the wider scientific and artistic community. These meetings allow the laureates to present their work and research projects, and offer an opportunity to discuss issues of scientific, cultural and social interest.



Please **contact the PAUSE programme** if you would like to join this network and take part in its various events.

# Daily life in France

## Transport in France

The French railway network is managed by the Société Nationale des Chemins de Fer Français (SNCF), which is owned by the French state. It offers travel via Regional Express Trains (TER), Intercity, High-speed Trains (TGV) and Transilien trains, which operate in the Ile-de-France region. The SNCF also offers access to Trains OUIGO, a low-cost train service. For frequent travellers, SNCF offers discount and advantage cards.



See the [SNCF website](#) for information on the discount schemes and journeys available.

Other alternatives exist for travel in France.

- **Bus network.** Various low-cost bus companies operate in France, the best-known being Flixbus and Blablabus.
- **Car-sharing.** Car sharing has grown in France, thanks to the appearance of the Blablacar app.

## Public transport

In France, each city has its own public transport network. See the official website of the city, region or department where you live for information on the transport network and the relevant procedures required.

Employer contribution towards public transport costs is **mandatory**. Every employer must **cover 50% of the cost of travel cards** subscribed to by their employees, for the entirety of the journey between their main place of residence and their workplace via public transport services. This also applies to public bicycle hire services.

In Paris and Ile-de-France, the network (train, bus, underground and tram) is managed by the Régie Autonome des Transports Parisiens (RATP). Several travel cards are available depending on your profile and needs. The Navigo card can be ordered online via the dedicated portal and topped up at each metro (underground) station.

## Transport assistance and discounted fares

Recipients of Couverture Maladie Universelle Complémentaire (CMU-C), Aide Médicale de l'État (State Medical Assistance), the Revenue de Solidarité Active (RSA) and unemployed persons receiving the Allocation de Solidarité Spécifique (ASS) may apply for solidarité-transport assistance, entitling them to lower-rate fares for transport.

## Driving licence

Non-european driving licences are valid for 1 year after obtaining a residence permit in France. After this period, licences must be converted to a French driving licence, subject to several conditions. The relevant procedures must be carried out at the prefect's office of the applicant's place of residence.



Holders of a **student visa** may drive with their non-european licence (without the need for conversion) for the duration of their stay.

## Financial support for the driving licence

Several reasonably-priced solutions exist to pass the driving licence at a lower cost in France.

- **Registration as an independent candidate.** This option allows candidates to pass their

licence without the use of a driving school. Only the exam fees are therefore payable. The relevant procedures are carried out at the Agence Nationale des Titres Sécurisés (ANTS).

- **1 euro per day licence.** Available to young people aged 25 or under, this support gives them access to an interest-free loan, which can be used at driving schools under an agreement with the French state.



See the [Public Service website](#) for information on other financial support available for the driving licence.

## Mobile phone

Mobile phone services can be signed up to at the website of the chosen operator, or by visiting a store in person. The following documents generally required:

- **Bank Account Information**
- **Identification document**
- **Proof of address**



See the [Access.ciup.fr](#) website for more information on operators, mobile phone services and the relevant procedures.

## Art and culture

There are several tools available to see the latest news and events on arts and culture in France.

- [Agendaculturel.fr](http://Agendaculturel.fr)
- [Agendaculturel.com](http://Agendaculturel.com)
- [Sortir.eu](http://Sortir.eu)
- [Sortiraparis.com](http://Sortiraparis.com)
- [Timeout.com](http://Timeout.com)

Universities' cultural departments and associations (particularly student-run) within institutions generally offer reduced entry to various events, and arrange cultural activities. We recommend that scientists contact their host institutions for more information. In Paris and Ile-de-France, there are several low-cost schemes available to access culture.

- **Acc&ss network.** The Acc&ss network offers cultural visits for hosted researchers.
- **Kiosque Jeunes de la Ville de Paris.** Free and reduced entry to a number of shows is available each day to young people under the age of 30.
- **New Paris Tour et Parisien d'un jour.** These organisations and associations offer free tours of Paris.

## Libraries

In addition to university libraries, France has many public libraries. Members can borrow films, books and CDs. **Lending libraries** and **Specialist and heritage libraries** have two separate membership systems.

## Sports and leisure activities

- **Maisons des Jeunes et de la Culture (MJC).** The Maisons provide a number of classes in each city for adults and children (sports, art, music, leisure activities).
- **Sports federations and associations.** These organisations also provide access to sporting activities.

## Community volunteering

France has a vibrant network of community associations, and getting involved in community volunteering is a good way of meeting new people and integrating into French society. Some community associations encourage relationship-building between citizens, such as Singa, which connects citizens with shared interests via the Buddy system and organises cultural activities.

# Essential references

## Emergency numbers

- **112** : European emergency number
- **15** : number of the SAMU (Emergency Medical Assistance Service)
- **18** : number of the Fire Department
- **36 24** : SOS médecin, a 24/7 emergency medical house-call service

## Useful resources

- [Education.gouv.fr](http://Education.gouv.fr). Website of the Ministry for National Education and Youth, which provides information and resources on the reception, education and inclusion of non French-speaking children.
- [Acc&ss Paris Ile-de-France](http://Acc&ss.Paris.Ile-de-France). Website of Acc&ss Paris Ile-de-France, which provides information on children's education in France.
- [Livret « Présentation du système éducatif français »](#). Bilingual guide by the Ministry for National Education and Youth, for Ukrainian nationals.

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**Sauvons  
une vie,  
sauvons  
des idées**

**PAUSE**

PROGRAMME NATIONAL D'ACCUEIL EN URGENCE  
DES SCIENTIFIQUES ET DES ARTISTES EN EXIL