

GETTING STARTED/ PARIS

*Information for starting your studies at
the Paris School of Arts and Culture*



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WELCOME



Welcome to the Paris School of Arts and Culture (PSAC). Our location in the cultural capital of Europe enables you to combine academic work with frequent study trips to the many resources that are unique to Paris, whether galleries, monuments or archives.

Situated in the heart of Montparnasse, a part of Paris long associated with such figures as Picasso, Hemingway, Modigliani and Beckett, our home at Reid Hall has traditionally welcomed leading intellectual figures. Simone de Beauvoir, Jacques Derrida and Roland Barthes have all given talks here.

As well as its historical riches, Paris also has a living tradition of creativity in architecture, art, film and writing and we endeavour to connect you with existing networks that will release your own ideas and inspiration. We have established schemes for involving associate artists and visiting scholars and writers so that you can meet them and perhaps work with them first-hand.

Ours is genuinely an international School with students coming from many different countries. We make a special effort to help you feel at home and this guide gives you the basics in terms of preparing, arriving and settling in as a student and as a resident of Paris.

I look forward to welcoming you personally when you arrive.

Peter Brown
Academic Director





BEFORE YOU ARRIVE

Once you receive confirmation of your place at Kent, you can start preparing for student life. From registering as a student to checking out the local area, the following pages are a guide to what you can do before you arrive.

An important priority is the process of registering as a student (see p4). Some students need to apply for a visa (see p5) – a process that should be started as soon as possible. Another good tip is to check out the local area to explore what accommodation is available (see p8). This will make the process easier once you arrive.

You can find more information in the Paris Rough Guide, which will be available in Welcome Week.

FOUR STEPS TO REGISTER AS A STUDENT

Once you've met your offer requirements, you need to complete enrolment, activate your IT account and access your student data. Before you arrive, you will need to decide how you will fund your studies and arrange your fee payments. These four steps will guide you.

Step one: your offer

You will need your Kent ID to enrol, and this will be notified to you via email. Please do not attempt to enrol until you have received your Kent ID. You can track your application online. Log in at https://evision.kent.ac.uk/urd/sits.urd/run/siw_lgn

Please email the Admissions Officer at paris@kent.ac.uk if you are unsure about any of your offer conditions.

Step two: complete enrolment

Go to www.kent.ac.uk/gettingstarted and follow the links to enrol. The enrolment process should take no more than ten minutes and is simply confirmation of your details and provision of information we require in order to register you as a student.

As part of the enrolment process, you will be asked to upload a passport-style photograph.

Your photograph MUST:

- be head and shoulders only
- be on a white background
- show your whole head. Do not crop.

Please ensure your photograph is clear as it will be on your KentOne card for the whole period of your studies.

Step three: activate your Kent IT account

Once enrolled, you can activate your Kent IT account. This gives you an email address and allows you to access the University's intranet and library resources. You can also view and update your online student record and view your study details and results (see p23).

To access your account, go to <https://id.kent.ac.uk/activate> and follow the prompts to provide:

- your Kent ID
- your date of birth
- a new password.

Step four: payment of fees

Full details of how to pay your fees can be found in the Paris Student Finance handbook at: www.kent.ac.uk/paris/handbook/finance.pdf

All tuition fees are to be paid in full before the start of each academic year unless different payment terms have been agreed with the University. Full details of tuition fee amounts are published online. The handbook contains details of payment options, the early fee payment discount and deferred payment options.

Loyalty discounts are available to graduates of Kent and their families. For more information, go to: www.kent.ac.uk/finance-student/fees/loyaltydiscount.html



VISAS AND IMMIGRATION

Applying for a visa

If you are not an EU national, you will need a student visa before coming to France. Putting together your visa application may seem daunting at first, but the good news is that the application itself is relatively straightforward.

Once you have accepted your offer of a place, the Paris Office will automatically send you a supplementary visa letter written in French. You will receive a hard copy in the post and an electronic copy via email.

Register with Campus France

Once you receive your visa letter from the University of Kent, you should register with Campus France online at www.campusfrance.org/en

Campus France is a French government agency that verifies that you have the appropriate educational credentials to apply for a student visa.

You create an account and upload copies of your transcripts and degrees earned, at which point Campus France will provide clearance for you to move forward with your visa application. Please note that there is a fee for this service. Please keep the receipt for your Campus France fee as you will need to produce it later when you formally apply for your visa with the French consulate.



Please note that we will continue to monitor developments related to the UK's planned departure from the European Union, and provide incoming UK nationals with visa advice as information becomes available.

Types of visa

There are two categories of student visa: short-term visas, available for stays of 90 days and under, and long-term visas, for periods of 90 days or more. If you are applying for one of our year-long programmes in France, you will apply for a long-stay (sometimes called an extended stay) student visa.

When to apply for your visa

At this stage, the most valuable information can be found on the website of the French consulate that services your jurisdiction/place of residence. In general, consulates

have specific windows of time when you should apply for your visa. You should not apply for it too early, and applying late might mean that you will not have your visa in time for the beginning of your programme.

A general rule is to apply approximately three months before the start date of your course. **Please check specific consulate websites for the instructions that apply to your jurisdiction.**

Documents you will need

The consulate will expect you to submit an application, and provide copies of your passport, Campus France clearance and your airline ticket.

VISAS AND IMMIGRATION (CONT)



Demonstrating your income

In some cases, French consulates require you to prove that you have sufficient financial resources for your year in France. The French government has set this rate at €615 per month. The consulate may also ask you to provide a bank statement showing that you have the equivalent in your local currency of €615 x 12 months.

Consulates will accept your own bank statement, or the bank statement of a guarantor (such as a parent), as long as the bank statement is accompanied by a notarised declaration. If you have been awarded a scholarship, proof of your award can be used as proof of sufficient financial resources.

Your programme's start date will be indicated on the visa letter from the Paris Office. This date indicates the start of Welcome Week; however, you may wish to arrive slightly earlier to find accommodation (see p8) and organise other personal matters. If you wish to arrive slightly earlier than the start date of your programme, you should indicate this to the consulate officer when applying for your visa.

The application fee is set at €50 or its equivalent in your local currency. Some French consulates will require you to appear in person, and others will only accept postal applications.

Once your long-stay visa has been granted, the French consulate will provide you with an additional form entitled *Demande d'attestation OFII*

which you need to bring with you to France and fill out once you have a permanent address in France. There is more information about this in the *After you arrive* section of this guide (see p21).

Please note that extended-stay student visas cannot be combined with what is commonly known as a 'tourist visa'.

A tourist visa allows foreign nationals to spend up to three months in France without applying for a physical visa. However, because you cannot combine an extended-stay student visa with a tourist visa, you cannot 'add on' an additional three months to the start or end date of your student visa.

SOCIETE
GENERALE

CAFE DE LA DANQUE
RESTAURANT



ACCOMMODATION

All students studying an MA programme in Paris are responsible for finding their own accommodation. The University's Paris Office staff are available for advice on how to get started.

Expect to spend time looking for accommodation in Paris, but do not look too early as rental properties are unlikely to be available far in advance. Your search will yield the best results the closer you are to your arrival in Paris, except for student residence halls, for which early applications are more likely to be successful.

It might be prudent to stay at a hostel or an Airbnb a few days in advance of Welcome Week in order to search locally. For those who are interested, the Paris Office can provide you with a list of hostels. There is a high demand for accommodation in Paris, but there are multiple options for students.

Types of accommodation

In the past, Paris students have elected to live in flats or flat-shares (organised independently or through an agency), in student halls, or with host families. There is strong competition for budget-friendly student halls but, occasionally, spaces become available at the last minute, so we do recommend enquiring. The University can provide a status letter if you require proof of your future student status (see p21).

Finding accommodation that suits your tastes and budget will take a bit of effort. Expect to invest a certain amount of time in your flat search, and then reap the benefits once you've found your new Parisian home. Each neighbourhood has a different identity – if you have any specific questions please feel free to get in touch with staff from the Paris Office.

Do not expect the same customs and rules to apply to renting accommodation in France as in your home country. If you are unsure of something, please get in touch with the Paris Office staff, who will advise you.

Renting privately

The majority of our students choose to rent privately, typically studios or one- or two-bedroom flats. Rent varies depending on size and location. Private apartments can be secured through rental agencies, classified ads or word of mouth.

It is common practice for rental agencies to charge the equivalent of one month's rent in agency fees. Please note that this is only payable once an agency secures something for you – never in advance. Similarly, if you organise accommodation through someone independently, never pay up-front until you have seen the accommodation and have a rental contract. If you do decide to use an agency, look for small agencies as their fees are typically lower.

It is standard practice for landlords to require a deposit that is the equivalent of one month's rent. This will be returned to you at the end of your rental agreement, providing there is no damage to the property. Flats to let can be furnished or unfurnished – furnished flats are usually more expensive. It is always advisable to ask what is included in the rent.

You may be asked for a guarantor. Guarantors are legally required to cover rent in the case of a renter not meeting their payments. Some landlords will accept foreign guarantors, while others will accept only France-based guarantors.

As Paris is a large city, it is not common for students to live close to their universities. While you are certainly welcome to look for accommodation around PSAC, our students typically live all over the city and use public transport, which is very reliable and very good value for money. However, you should always take your security into account when considering the available options.

Renter's insurance

Renter's insurance is mandatory in France for most rental agreements, and landlords will probably ask for proof that you have it. If you decide to open a bank account in France, such insurance can be provided by your bank for a small monthly fee. See p21 for how to open a bank account.

Taxe d'habitation (council tax)

In France taxe d'habitation (equivalent to UK council tax) is due from every individual who, on 1 January, is registered as officially renting a flat or living in property that they own. Officially designated student accommodation is exempt from this tax. Taxe d'habitation is levied once per year and is typically between €200 and €600. Liability is not related to the amount a person earns, but to the size of their accommodation and its location. The tax is levied in October, by which time you might already have left France. In order to avoid administrative complications, we advise you to settle this tax with your local Centre d'impôts before you leave.

Making contact with accommodation providers

If you're not a French speaker, you might find the expat community accommodation listings easier to navigate, as they are in English. Rental agencies are very competent but, while some of them are likely to speak English, they might not be able to explain all the differences between renting a flat in Paris and renting a flat in your home country.

Dealing with an agency should be an option to consider if you do not have any luck with word-of-mouth referrals or by going through the expat community classified adverts. September is when students arrive in Paris so there will be a reasonable amount of accommodation available but be aware that there will also be strong demand from other students.



Useful links

www.parisattitude.com/presentation/index,presentations,1.aspx

An English-speaking rental agency that specialises in furnished apartments. Used by a number of University of Kent students in past years; rental agency fees.

<https://bluestripeliving.com/>

A US-based provider that acts as a one-stop shop for settling in France – almost everything is included in their offers including maintenance repairs, internet and every home furnishing you might possibly need. Because this is an all-inclusive option, accommodation organised through BlueStripe is typically more expensive than the average flat as agency fees are included in monthly rent. This agency is able to provide a visa letter in advance for students who require proof of accommodation in order to obtain their visa.

ads.fusac.fr/ad-category/housing

An anglophone website used by a number of University of Kent students, where individuals can list their apartments for rent – often the listings are in English.

www.parisis.com/homystudiosinparis

Paris Apartment Rental: this is operated by a bilingual Canadian couple who own several flats in the 15th arrondissement. Contact Valérie Cherpit and mention that you are a student at the University of Kent. Valérie primarily rents to international students, so it is advisable to get in touch with her as soon as possible. Email Valérie at valerie.cherpit@gmail.com

ACCOMMODATION (CONT)

www.lodgis.com/en/

Lodgis is a searchable online platform like Airbnb for longer-term accommodation. Lodgis has a large bilingual staff, but do be mindful of any agency fees before signing on the dotted line.

www.fac-paris.com/faq/

France Accommodation and Culture offers homestays and single-occupancy rentals for minimum stays of three months. This agency is able to provide a visa letter in advance for students requiring proof of accommodation in order to obtain their visa.

www.pap.fr, www.leboincoin.fr, www.appartager.fr

Classified adverts on these three French-language websites; be wary of scams.

www.airbnb.com

Short-term (up to three months) accommodation. Past students have arranged to stay in certain residences for up to three months.

Facebook groups

Former students recommend joining accommodation-focused Facebook groups as a great way to get in touch with landlords or potential flatmates.

Additional reputable resources:

- <http://centralparisrentals.com/>
- <https://en-fr.roomlala.com/>
- <https://www.studelites.com/en/paris/consul-paris-14-paris.html>

Student residences

You should also investigate student halls, though there is usually strong competition for places. If you do not receive a response initially, politely insist by writing again or contacting them by telephone. These are usually the cheapest options for accommodation, with rent close to €400–500 per month on average.

The sooner your application is submitted, the better your chances are of securing a room in student accommodation.

The Cité Universitaire is ideal for postgraduate students and includes many amenities you would expect to find on a university campus.

- **Cité Universit ** (14th arrondissement)
www.ciup.fr/en/houses/applying-for-housing
- **Estudines** (various locations in Paris) www.estudines.com
- <https://www.fie.fr/en/> (for women only)
- <http://www.foyeralma-bosquet.com/#!> (for women aged 18-25 years only)

Specialty student accommodation

Accommodation is also available for students who meet certain requirements. For example, the Irish Cultural Centre (CCI) located in the Latin Quarter will accept applications from students who meet its eligibility requirements: professional artists, teachers or Irish students. Please direct any eligibility questions to the Irish Cultural Centre:
www.centrecultureirlandais.com/stay/eligibilite/

Host families

Students looking to make a strong connection with local culture or to speak French should consider living with a host family. The following organisation is reputable and has been recommended by former Kent students in Paris:
www.hostfamiliesinparis.org/en/index.php.

Students can also choose their own host family experience on a reputable online platform, Familinb:
www.familinb.com.

Top tips for finding accommodation

- Most students tend to come to Paris a week before their course date and reserve a room on Airbnb or in a hostel in order to carry out their accommodation search. You can find hostels on www.hostelbookers.com or www.hostelworld.com
- Paris is still a paper-based culture: noticeboards in universities, cafés, student halls, religious organisations (like the American Church), and English-language bookshops are also worth a look.
- Use past Paris-based students or any local contacts as resources.
- Always view a flat and get a rental contract before sending money to anyone.
- Landlords sometimes ask for a complete rental dossier, which should include photocopies of your ID and your guarantor's ID, in addition to proof of your guarantor's income. It is perfectly legal to request this information in advance. Some rental agencies will only accept a guarantor who pays taxes in France – this practice is also legal.
- Notice of vacation of a flat is done in writing through registered post:
 - if the flat is unfurnished, three months in advance of your departure
 - if the flat is furnished, one month in advance of your expected departure.



PLAN A BUDGET

The cost of living in Paris can vary greatly depending on the type of accommodation you choose and your lifestyle. Our estimates are based upon a student living modestly in one of Paris' 20 arrondissements.

Ensure you have sufficient funds

Please ensure that you have sufficient funds to cover both your tuition fees and your monthly living costs. Some students choose to work and study at the same time, but the hours you can legally work may be restricted by your visa.

Students from outside the EU are not permitted to work more than 60% of the legal work week (which is 35 hours in France), or a total of 964 hours per year.

Living expenses

Accommodation

Expect to pay between €400 and €1,200 per month. The cheapest accommodation in Paris usually starts at around €400 per month in student residences. Flat-sharing typically costs between €400 and €700, and a furnished studio of about 30m² will cost around €1,000 per month (this accommodation is typically found by word of mouth).



Taxe d'habitation (council tax)

This is variable, but expect to pay between €200 and €600. For more information on the taxe d'habitation, please see p9.

Food and drink

Budget for €300 and upwards per month. You can keep costs down if you cook for yourself, but there are lots of good-value meals to be had in Paris.

Study materials

Allow €5 per month for any photocopying or printing you may wish to do. Core course materials are always available for consultation in local libraries, though you may wish to purchase your own books.

Public transport

You should budget for €75 per month. The Forfait Navigo is a travel card that permits unlimited travel on all Paris/regional transport links (metro, bus, tram, and commuter trains). This includes travel to/from Charles de Gaulle Airport and to popular destinations such as the Château de Versailles. If you are under 26, you are eligible for discounts (see p16).

More information about planning your travel to France can be found on p16.

Health insurance

Health care in France is very affordable and accessible to everyone, irrespective of wealth, national origin or other social situations.

Although the cost of health care is generally not prohibitive, you are advised to arrange health insurance before your arrival in France. The insurance that is appropriate for you depends on your nationality or place of residence. Please note that the University of Kent is unable to advise on private insurance packages.

EU nationals

If you are a European Union national you should order your European Health Insurance Card (EHIC) and have it sent to your home address. This can be ordered from your national health service.

Present this card at all consultations. In most cases you will be expected to pay a small percentage of your overall bill; the rest of the bill will be charged to your national insurance.

Non-EU nationals

If you are a non-EU national, you are advised to opt for a plan from your home country as you will be more readily familiar with the terms of coverage. In the past, North American students have used Cultural Insurance Services International (www.culturalinsurance.com), although please note that the University does not have any formal relationship with this insurance provider.

The Paris Office will lead a session during Welcome Week on how to access appropriate healthcare practitioners in Paris.

What to spend on health insurance

The amount you spend on health insurance depends on the plan you sign up for. A standard GP visit in France costs €25, which would normally be reimbursed through your insurance scheme.

Regular medication

If you take regular medication, we advise you to bring a supply with you.

“The arts are valued in Paris in a way that I haven’t experienced anywhere else, and it was extremely comforting and validating to be around people who value the kind of work I want to do.”

Rebecca Barnstien
Creative Writing





PREPARE FOR LIFE IN PARIS

Pre-departure networking

Prior to your arrival in France the Paris Office will ensure that you have the opportunity to network with your fellow students. We have created a Facebook group for the new incoming cohort so that you have an opportunity to meet each other, ask questions and share tips. You may also wish to check out our online presence on other platforms to get a flavour of the experiences that might lie ahead.

Find us on social media:

- www.facebook.com/UniKentParis
- <https://twitter.com/UniKentParis>
- https://www.instagram.com/uni_kentparis

Student discount cards

You may wish to purchase student discount cards such as ISIC (International Student Identity Card) or the European Youth Card. These are available at STA Travel offices before you leave, or alternatively can be obtained once you arrive in France.

Students with disabilities

The Student Support and Wellbeing Service (based at the Canterbury campus) co-ordinates support and guidance for students with disabilities. If you have a disability for which you require support, please make sure to register with Student Support before you arrive in Paris. See the Student Support page for more information and contact details: www.kent.ac.uk/gettingstarted/support-wellbeing.html



Learning the language

In preparation for your time in Paris, you may want to start learning French, or to brush up former skills. While it is possible to get by in Paris with minimal French, learning the language will help you to settle in and immerse yourself in French culture. The University offers all postgraduate students the opportunity to learn a language alongside your studies at no extra cost. Language lessons take place during our two teaching terms, in both the autumn and spring terms. See p17 for further details. If you want to start learning French before you arrive at the University, there are many providers such as Berlitz, Alliance Française or Institut de Français that offer excellent and comprehensive courses.

Knowledge of even basic French will significantly enhance your experience and enable you to fully appreciate the culture and lifestyle

in Paris. Some students wish to dedicate more than the scheduled two hours a week to their language skills by attending conversation exchanges. Some options are:

- American Church in Paris: www.acparis.org/faq-contact-us
- le Cercle International de l'ARC (very cheap): www.arc-cercle-international.com
- WICE (very cheap): www.wice-paris.org
- Franglish (social language exchange events): <http://www.franglish.eu/>

Mobile phones

If you plan to bring a phone to France, it is essential that you have it unlocked by your carrier before you arrive. There are several phone plans (including pay-as-you-go) available in France from multiple carriers – more information on this will be provided in our Paris Rough Guide, which you will receive during Welcome Week (see p21).

TRAVEL TO PARIS AND GETTING AROUND

Before travelling to France, check your home country's travel advice pages and ensure that you have subscribed to updates so that you receive any important changes to travel advice.

By air

The nearest major airports to our Paris centre, Reid Hall, are Charles de Gaulle (CDG) and Orly (ORY), both with excellent transport links to central Paris.

The RER B train line connects Charles de Gaulle to most of Paris for €10, while taxis will charge €55 to anywhere in Paris. Orly has connections via shuttle bus and the RER C train line, while taxis will charge €30 to the left bank, and €35 to the right bank.

By rail

The largest railway station in Paris is Gare du Nord, where the Eurostar arrives from London and from which you can access Reid Hall by metro (see below). The closest commuter railway station to Reid Hall is Port-Royal, which is on the RER B line and links directly to Charles de Gaulle airport and Gare du Nord.

By metro

Reid Hall is close to the Vavin metro station on line 4. If you are coming from the Gare du Nord, take line 4 (magenta) in the direction of Mairie de Montrouge. It takes about 30 minutes to get to Reid Hall with no changes.

Public transport

The Paris metro system is an excellent way to get around the city. Across 14 lines, with stops every few minutes, the network covers the city very well.

The RER, the regional train system, runs across central Paris and takes people in and out from the suburbs, including to Charles de Gaulle airport and Disneyland.

The bus network is also extensive and a useful way to get around Paris. You can get a Navigo Pass for €75 per month, which gives you unlimited journeys across the whole network, including buses, metro, RER and trams. See: www.navigo.fr/titres/le-forfait-navigo-mois-presentation

If you are under 26, you are eligible for the Forfait Imagine R Etudiant, which is €350* for the whole year. You need to apply for this by post after you arrive: www.navigo.fr/titres/le-forfait-imagine-r-etudiant-presentation

We recommend using an app such as www.citymapper.com/paris to plan your journey in real time.

Vélib: Bike hire system

Paris was the first city in the world to introduce a bike hire system. You can pay significantly reduced rates for a year-long membership. There are stations all over the city, including right outside Reid Hall, and the bikes are in generally good condition.

Electric bicycles are available as well. This is a great, cheap way to get around the city and to get to know it: https://www.velib-metropole.fr/en_GB.



PREPARE FOR YOUR STUDIES

Module selection

Over the course of the summer you will hear from the Paris Office staff who will prompt you via email to make your module selection for the autumn term. Once you have made your module selection, you will confirm this via email with the Paris Office Manager.

French language placement test

The Faculty of Humanities, to which you belong, is pleased to offer free French language lessons to any interested MA students in both the autumn and spring terms. It is not mandatory to sign up. Over the summer, we will ask you to take a self-administered French placement test in order to gauge your level, and then communicate this to our office via email so that we can create appropriate groups based on level.

Academic planning

The academic structure of your MA is similar to that of most MA programmes offered in the United Kingdom and has been approved by the relevant accreditation bodies; however, it may be different from the system in which you studied as an undergraduate student.

To ensure that you have a sound understanding of the structure of your MA, we recommend that you become familiar with the regulations and pertinent information outlined in the Postgraduate Taught MA (PGT) handbook provided by your academic school.



PGT handbooks can be found here:

- **School of English handbooks**
www.kent.ac.uk/english/currentpg.html
- **School of Arts handbooks**
www.kent.ac.uk/arts/current-students/postgraduates.html
- **School of European Culture and Languages (SECL)**
SECL handbooks are hosted on SECL postgraduate Moodle pages. Once you have set up your IT account you will have access to Moodle (the University's online learning platform) and will be able to view your handbook.

Academic terms

Your MA is divided into three terms. Both the autumn and spring terms are teaching terms, and you will meet regularly with your tutors. The autumn term begins in late September, and the spring term begins in January. The third term, summer term, is designed for you to write up your dissertation or dissertation project, which you will submit at the end of August.

You are welcome to travel during the summer term, but you should remember to schedule supervision sessions with your dissertation supervisor during this time.





AFTER YOU ARRIVE

Arriving in Paris is always an exciting time for new students. The following pages guide you through the process of settling in and help to ensure that your studies go smoothly from the day you arrive.

The first few weeks after arrival are usually very busy. Some of the most important aspects of life as a student are covered in the following pages, such as Welcome Week, information about Reid Hall, study resources and some of the highlights you can expect while you're here.



Opening a bank account

The University of Kent partners with a local branch of HSBC. Interested students will meet with a bank representative in Welcome Week

WELCOME WEEK

When you arrive in Paris, your year will begin with a week of orientation workshops, presentations and visits, and you will be formally inducted into the University community.

Throughout the week, your days will consist of a mix of scheduled activities and free time to settle in.

On the first day you will be welcomed by the Paris team and over the following week you will attend presentations about your degree course structure, student support, research resources, living in Paris, adapting to French culture, careers workshops, the Paris MA festival and *The Menteur* literary magazine.

Other activities include a guided tour of Reid Hall, library inductions and a visit to the local student canteen. There will be opportunities to socialise with your fellow students too. Please refer to the post-arrival checklist below for important administrative tasks you need to complete. The Paris Office staff will be available during office hours to assist with these, and any other queries you may have.

Post-arrival checklist

Make sure you take care of the most pressing tasks first.

ID and qualification check

The University needs to verify that you are who you say you are. During Welcome Week, Kent staff will verify both your ID (passport or national ID card) and your highest qualification. In most cases, this means bringing

along original degree certificates for inspection. The University reserves the right to cancel an offer of a place to any student who does not provide evidence of qualifications obtained. **If you are starting in September, the qualification check must happen by October at the latest.** Please contact the Paris Office if you think you may have difficulty meeting this requirement.

OFII letter (for French visa holders only)

Make sure that the immigration officer at the port of entry stamps your passport with your date of entry into France (or into the Schengen zone). Once you arrive in France, you must complete the form entitled *Demande d'attestation OFII* that was given to you with your visa. You should not fill out this form until you have a permanent address. Follow the instructions on the form, and then send it to the relevant OFII office.

Opening a bank account

You will meet with a French bank representative in Welcome Week who will provide guidance on how to open a bank account in France. A number of Kent students do find this useful as banks generally provide affordable insurance offers (such as renter's insurance). Some students have also used Britline, a British-friendly banking service provided by a national French bank (Crédit Agricole): www.britline.com. Please note that most of their services are offered online. In the meantime, you may also find it useful to organise an alternative solution like Revolut (www.revolut.com/)

before your move to Paris, to use while you are initially settling in and waiting for your French account to open. Bear in mind that your normal bank card from your home country may incur fees when using it abroad and it is always handy to have a second card with you in case of loss or theft. With Revolut, you can upload money via their mobile app in your own currency, convert it to euros at the market rate, before taking cash out or paying for items in Paris. You receive a virtual and physical card to use as well as an IBAN and UK current account (if necessary).

Insurance

Renter's insurance is compulsory in France whether you rent a flat through an agency or privately. In addition to renter's insurance, civil liability insurance (assurance de responsabilité civile) is also compulsory in France. Fortunately, cheap options are available (a few euros per month). One of the simplest ways to sign up for either or both is by enquiring with your bank. Some banks will package them together into one rate. Explain that you are a student and require one of their basic options.

Status letters

Contact the Paris Office to obtain an official status letter from the University to indicate that you are a registered student at the University of Kent. We generally require approximately 48 hours to process status letters, and please indicate if the letter should be in English or in French. **You will need a status letter to open a bank account.**

STUDY IN PARIS

Reid Hall

Located in the heart of the bustling Montparnasse district where Picasso and Modigliani opened their studios, Reid Hall is located close to the now-celebrated cafés where the intellectual elites of Paris once held court. It is also just a short walk from the stunning Jardin du Luxembourg, an expansive, classically designed park, much frequented by students from the nearby Sorbonne and other Latin Quarter institutions.

Originally an 18th-century porcelain factory, Reid Hall was transformed into a teaching centre for international students in the early 20th century, beginning life as a residence and studio space for young female artists and students. Reid Hall is now home to more than a dozen study abroad programmes, welcoming more than 800 students per year.

The University of Kent Paris School of Arts and Culture has the biggest graduate programme and is the only British university on the site.

The charming traditional buildings are grouped around two leafy inner courtyards; they include two large conference rooms, which are host to a wide range of humanities-based events with broad appeal, and a beautiful reading room.

Reid Hall has thus been part of the cultural fabric of Montparnasse for over 100 years, an Anglophone hub for the humanities.

Authors and philosophers such as Barthes, de Beauvoir and Derrida have lectured here, and today Reid Hall is a global research and study centre shared between partner institutions that have developed a vibrant scholarly community for expatriates.

Opening hours

Reid Hall is open from Monday to Saturday, 8am – 10pm. In August it is open from 9am – 5pm. Year-round, it is closed on Sundays and on French bank holidays.

The Paris Office is open from 10am until 5pm, with some exceptions in case of external University business.

Timetables

Module selection takes place over the summer, and you will receive your autumn term timetable in late August. Module selection for the spring term takes place in October.

Study resources

As a PSAC student, one of the world's most cosmopolitan cities becomes both your classroom and your campus. Kent academics have designed modules that link theory to real applications and use Paris' unmatched range of museums, art exhibitions, archives, cinemas and architectural riches to illuminate advanced interdisciplinary study.

Study trips vary by discipline, but past trips have included the Château de Versailles, the Paris Picasso Museum, UNESCO

headquarters, visits to Paris' most renowned cinema houses and, of course, the city's unrivalled art collections, such as those found in the Louvre, Musée d'Orsay and the Centre Pompidou.

Studying in Paris means that you can return to these significant institutions and collections as often as you like as you progress in your studies.

Specialist library facilities

Our interdisciplinary programmes are designed for you to engage academically with Paris, and you have full access to English and French-language study centres, such as the American Library in Paris, and the Bibliothèque nationale de France.

Depending on your course of study, the University will also organise your membership for specialist libraries, such as the Cinémathèque française, which has one of the finest collections of films and film-related documentation in the world.

Kent's full range of electronic library resources is also available as a complement to physical collections, and our students have a dedicated librarian to assist them in finding resources across all these libraries.



Study spaces

As well as the study spaces found in the libraries, there is also an extensive network of libraries across the city that is open to the public and to students.

We have a comprehensive guide available to students to aid you in finding your preferred study space. Furthermore, it is a cultural norm in Paris to study in any café, restaurant or park, or on the riverbank, and this can be a great option for students.

Accessing your student record

Your online student record is an invaluable resource that you should become familiar with as soon as you can.

You can access your details, modules and other elements of your records online, as well as monitor deadlines and keep track of any tasks that you are required to complete.

Moodle

Moodle is a virtual learning environment where your module outlines and readings are held. Once you have completed your registration, you automatically have access to your modules on Moodle.

There is also a page for administration documents and information. It is important to check that you have access to the correct modules on Moodle since it is used to submit your essays, and is where you will find reading lists and study trip information.

Moodle can be accessed from the Student Guide: www.kent.ac.uk/student

“Reid Hall is in an area famous for writers and artists, and a friend at home who is an author was very jealous that I would be studying in the Montparnasse area with its incredible history. The building is a wonderful mix of history and the liveliness of the students who study there, and who can resist reading in the courtyard garden on a sunny day.”

Lucy McCloskey
Creative Writing



ENHANCE YOUR DEGREE

Our aim is to create a dynamic postgraduate community that gives students the opportunity to develop their understanding, not just of their own subject area, but across the humanities.

We encourage interdisciplinary collaboration through the MA festival and the production of our magazine, *The Menteur*. Speakers' series and other events throughout the autumn and spring terms bring students into contact with leading academics and professionals across the humanities.

We also collaborate closely with other Paris-based English-speaking university programmes through these events, sharing our networks and expertise for a more enriching experience for all our students.

MA festival

The MA festival, run by students, is an annual event that showcases the work of students at PSAC, but is open to other MA communities across Paris and in Canterbury. It begins with a day conference at which participants deliver papers and readings (usually, but not always, based on their MA dissertation) and join in discussion.

There is then a festival event each day for the rest of the week. A highlight is a reception to launch *The Menteur*. Other events have included a literary hike across the city and a book launch at Shakespeare & Co. The theme of last year's festival was 'Motion'. This year it is 'Revolutions'.

The Menteur

The Menteur is a literary magazine, written and produced by our students. It was launched in 2012 by a group of MA students during their time studying at PSAC. Now in its sixth year, it offers students the chance to work on and produce a magazine of their own – both an exciting and a demanding challenge.

The magazine publishes student work, including poetry, short fiction, photography and illustrations, as well as interviews with established artists, comment pieces and features.

The content and the theme of the magazine are decided by the editorial team, which makes each issue a unique reflection of the ideas and passions of those involved. Students cover roles from editorial and design to layout and marketing, allowing them to gain experience of the various processes involved in producing a magazine.

Past issues of *The Menteur* can be found by visiting <https://issuu.com/thementeur>

Events and seminar series

In 2016, the Paris School introduced two seminar series. The first, entitled 'Politics of Translation – Translation of Cultures', collectively sponsored by Kent, Columbia University Global Centers, University of London Institute in Paris and the American University in Paris, included academics and authors such as Fariba Hatchroudi, Anna Schaffner, David Herd and Abdulrazak Gurnah.

The second series, in collaboration with the School of English, is a 'Creative Writing Reading' series, which has so far featured novelists and poets such as Jon Thompson, Laurent Binet, Lauren Elkin, Yelena Moskovich, and Lee Ann Brown. We also participated in the first humanities 'Being Human' festival event outside of the UK, with *A Moveable Feast: Being Human in Paris*, and co-hosted the world premiere of a chamber music work, *Souffle coupé*, by Nigel Keay.

“Working on The Menteur with such a talented international team was incredible. I had done a little bit of journalism before, but to produce a magazine from nothing was very rewarding. To be encouraged to work on such an independent project was a fantastic opportunity.”

Martina Gannon
Former Assistant Editor-in-Chief

CONTINUED OVERLEAF

ENHANCE YOUR DEGREE (CONT)



This year we also inaugurated a visiting artists scheme. Alice Gauthier and Rob Miles, who together form Crocolitho, have delivered two workshops on lithography and have invited students back to their studio at Les Grands Voisins, a makeshift artistic commune not far from our home at Reid Hall. Recently they launched an exhibition of their work at Reid Hall with a concert of their own music.

Careers advice

In Paris, we work with you to enhance your employability, supported by a specialist careers adviser who visits the School regularly to offer advice and guidance.

Through a series of workshops, you develop skills in CV writing, networking, interview skills and writing cover letters.

We also recommend that you take advantage of the expertise and knowledge available from our Careers and Employability Service in Canterbury.

Even if you are studying on a Paris-only programme, there is the opportunity for Skype consultations with advisers in Canterbury and, of course, you have access to all of the University's online resources to help enhance the skills you need for career development.

For more information on the careers help we provide at Kent, visit www.kent.ac.uk/employability

Graduation

Your degree results will become available in October 2019. Successful graduates are invited to attend a graduation ceremony, known as a congregation, in November at Canterbury Cathedral in south-east England. PSAC staff members usually attend to help you celebrate!

WHO WE ARE: STAFF PROFILES

With specialist knowledge of both Canterbury and Paris, our staff are able to guide and support your learning.

Academic Director Peter Brown

Peter is a Professor of Medieval English Literature with a special interest in Geoffrey Chaucer but he has also published on other topics, including tango.

He has previously taught at the University of Exeter, the University of California (Los Angeles), the University of Connecticut at Storrs and at Virginia Polytechnic Institute and State University, where he was a Fulbright Scholar. He was himself a student in Paris and is now very happy to be living there more permanently.

Peter's job is to liaise between the Paris office and the academic schools that deliver the programmes, and to devise the events and speaker series. His door is always open to any students who would like academic support.

Office Manager Frank Mikus

Frank is responsible for overall management of the PASC, and primarily focuses on recruitment, marketing and academic administration.

Originally from Philadelphia, Frank has lived and studied in the US, the UK and France; he has been lucky enough to call Paris home for nearly ten years. Frank is currently writing a PhD in modern history and will help you with your integration into Paris research culture.

Office Administrator Emily Rae

Emily manages events, facilities and Paris School outreach, as well as being available to welcome and assist students with administrative tasks.

Emily spent most of her Linguistics with French degree at Newcastle University finding reasons to be in France, which led to different adventures working across Paris, Bordeaux, Nancy and Nice.

Since moving back to Paris after graduating, she has enjoyed working freelance in the French start-up ecosystem, managing a quirky language and culture museum and now enjoys helping University of Kent students settle into her favourite city. She spends her free time exploring unusual locations to brunch and practise yoga across the city.



KEY DATES AND CONTACTS

PSAC contact details

Paris School of Arts and Culture, University of Kent,
4 Rue de Chevreuse, 75006, Paris
T: +33 1 76 73 92 81
T: +44 (0) 1227 824954

Maps and travel directions
Reid Hall opening hours

www.kent.ac.uk/maps/paris
Monday – Saturday, 8am – 10pm
August: 9am – 5pm
Monday to Friday, 10am – 5pm
paris@kent.ac.uk

Paris Office opening hours
General queries

Our academic year

Welcome Week
Autumn term (weeks 1 – 12)
Spring term (weeks 13 – 24)
Summer term

16 September – 20 September 2019
23 September – 13 December 2019
13 January – 3 April 2020
5 May – 20 September 2020

University websites

Enrol as a student
Student Support Service
Student Wellbeing Service
Student Finance
Student Guide:
• Moodle
• module information
• student email
Paris School of Arts and Culture

www.kent.ac.uk/gettingstarted
www.kent.ac.uk/studentsupport
www.kent.ac.uk/studentwellbeing
www.kent.ac.uk/finance-student
www.kent.ac.uk/student

www.kent.ac.uk/paris

CHECKLIST

Before you arrive

- Satisfy conditions of offer (if applicable) – p4
- Complete enrolment – p4
- Activate your Kent IT account – p4
- Pay your fees – p4
- Apply for visa (if applicable) – p5
- Investigate accommodation options and arrange viewings – p8
- Plan your budget – p12
- Investigate health insurance options – p13
- Ensure that you have a supply of any regular medication – p13
- Inform us of any disabilities to allow us to provide support – p15
- Make your travel arrangements to Paris – p16
- Communicate your autumn term module choices to administrative staff – p17

After you arrive

- Attend the Welcome Week programme – p21
- Complete the qualification and ID check with Kent staff – p21
- Open a bank account – p21
- Arrange insurance (renter's insurance, civil liability insurance) – p21
- Buy Paris transport card (Navigo Pass) or apply for reduced rate card if you are under 26 – p16

This brochure was produced in May 2019. The University of Kent makes every effort to ensure that the information contained in publicity materials is fair and accurate and to provide educational services as described. However, the courses, services and other matters may be subject to change. For the most up-to-date information, and for our terms and conditions, see www.kent.ac.uk

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