

RESIDENCE PERMIT RENEWAL PROCEDURE

- ✓ We advise students to start the renewal procedure at least 2 months before their residence permit expires.
- ✓ Please be advised that you must renew your visa / residence permit through the Prefecture of your department of residence.

Documents required:

- 4 ID pictures, **please be careful** as mentioned on the below document – it is very strict.



- 2 self-addressed stamped envelopes (16x11 or 22x11).
- Copy of your passport (Picture page, entry stamp in France)
- Copy of your Long Stay Visa & OFII stamp *or* residence permit
- Birth certificate translated into French (**for the first application *or* Long stay visa renewal**)
- Medical visit query form **only for first application** (to be fulfilled during your appointment)
- A housing proof **in the North of France** (rent contract in your name & rent payment receipt (quittance de loyer) or an invoice from EDF in your name)
- School enrollment certificate in French provided by EDHEC academic department
- Transcripts of the previous academic year (or internship contract if last year was your gap year) **only for renewal procedure**
- Proof of resources enabling you to live in France for the stated period – **at least 615 € per month**:
 - _ A stamped certificate from the parent's bank stating that a permanent transfer of at least 615€/month is done monthly into the student's French bank account (certificate in French).
 - _ A saving account showing 615€ multiply the number of months of the stated period (6150€ for 10 months)
 - _ An internship contract showing a financial compensation of a minimum of 615€ per month.