

Welcoming guide for DIM C-BRAINS PhD students

What is a « DIM »?

The DIM is the acronym for “Domaine de recherche et d’Innovation Majeurs”, which means *Major Field of Interest*. A DIM is a network of universities, higher education establishments, research laboratories and companies located in the Ile-de-France region. A DIM is funded by public investment and supported by the Ile-de-France Region for 5 years (2022-2026).

What is the « DIM C-BRAINS » ?

C-BRAINS stands for Cognition & Brain Revolution Artificial Intelligence, Neurogenomics & Society. The aim of the DIM C-BRAINS is to overcome the technological, conceptual and organizational obstacles to understanding the complexities of the brain. The DIM C-BRAINS also aims to promote the training of a new generation of researchers, by setting up an international doctoral program.

Three main axes guide the actions of the DIM C-BRAINS (for detailed information see <https://dim-cbrains.fr/en/axes-projects/list>).

- Genomics, human cells, reprogramming and neuro-organoids
- Quantitative approaches to the exploration of behavior and cognition
- Neural networks, modelling and artificial intelligence

Who are the C-BRAINS project leaders?

- M. Serge Picaud (Director of Institut de la Vision)
- Ms. Virginie van Wassenhove (Research director and team leader at NeuroSpin)
- M. Jean Christophe Poncer (Deputy-director of the Institut du Fer à Moulin)

Who is my C-BRAINS contact for PhD process?

- Scientific coordination: Marine Belin-Siwiaszczyk contact@dim-cbrains.fr

Who is the administrative contact ?

- Your PhD director
- Human resources of your team who have established your doctoral contract
- Administrative and Financial management: Inserm Paris Centre Est - Ines RABEI
ines.rabei@inserm.fr

PhD Program International DIM C-BRAINS

One of the major objectives of the DIM C-BRAINS is to contribute to the training of a new generation of researchers in neuroscience and cognitive science, by reinforcing the attractiveness and visibility of research in the Paris region at the highest international level. This program is in partnership with the Fondation des Neurosciences de Paris (FNP) and [the Paris Brain Institute](#) (Institut du Cerveau).

The PhD DIM program is specifically dedicated to students:

- Who have completed their Masters outside of France and who have not completed an internship or a temporary contract (CDD) in a French laboratory during the last two years preceding their application or between the date of their application and the start of their PhD thesis. Note that a declaration on honour, duly signed, will be requested about this important condition.

What you need to know

All administrative requirements from doctoral registration at the university, to visa and contract formalities, **are the responsibility of the PhD supervisor and the host team director.**

Regarding financial support:

- The DIM C-BRAINS (via INSERM Paris Centre Est) provides the financial salaries and support in several ways with a notable scientific bonus: €5,000 to cover *scientific training, international and national events, purchasing scientific books,*
- The FNP offers an installation bonus of € 7,000 paid directly to the student, into their bank account opened in France.

Before your arrival in France:

- **You should start some administrative procedures in collaboration with your future PhD supervisor and the host team manager:** visa, housing, social security, medical and housing insurances (*mandatory in France*), opening a bank account in France (*condition for payment of the FNP bonus and wages*), university registration and working contract.

For the social security,

- Please, do not forget obtaining plurilingual birth certificates for EU and non-EU document established by a foreign authority. These legal documents should be legalized and /or apostilled and sworn by an accredited French translator.
- **Visa:** Whether or not you need a visa, entry into the Schengen area of third-country nationals must comply with a certain number of conditions, as provided for by the European and national regulations in force.
 - **Visa requirements for longer than 90 days excluded for citizen of the European Union, European Economic Area, Switzerland, Andorra, Monaco, San Marino, and the Vatican may stay in the European territory of France.**

<https://france-visas.gouv.fr/en/web/france-visas/your-arrival-in-france>

When you are in France:

You will be subject to administrative obligations to transform your visa into a regular residence permit. These formalities will also allow you to access the services and benefits provided by the French administration. They differ depending on the visa issued to you.

Links for visa procedures

<https://france-visas.gouv.fr/en/web/france-visas/studies-training>

For any stay in France exceeding 90 days

- You are required to apply in advance for a long-stay visa. In this instance, your nationality does not exempt you from this requirement.
- Whatever the duration of your planned stay, the duration of your long-stay visa must be between three months and one year.
- In order to extend your stay beyond the period of validity of your visa, you must apply for a residence permit at a prefecture.
- During its period of validity, the long-stay visa is equivalent to Schengen visa, enabling you to move around and stay in the Schengen Area outside France for periods not exceeding 90 days over any period of 180 consecutive days, under the same conditions as if you held a Schengen visa.

ATTENTION: since January 2021, Students from the UK require a visa

▶ <https://france-visas.gouv.fr/en/brexit>

Long-stay visa equivalent to a residence permit (VLS-TS)

You **MUST** validate your VLS-TS within three months of arriving in France.

▶ <https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>

If you fail to do so, you will no longer be legally present in France and will be unable to re-enter the Schengen Area.

Campus France can provide all the help you may need

▶ <https://www.campusfrance.org/en>

67 countries must use the online Campus France procedure:

▶ <https://www.campusfrance.org/fr/candidature-procedure-etudes-en-france>

ATTENTION: to benefit from this support service a financial contribution is required.

Finding student accommodation

Links for accommodation

Information & links are indicative – do not hesitate to contact your hosting laboratory, which may have partners to share with you.

▶ <https://www.ciup.fr/demander-hebergement/>

To understand the process: <https://bienvenue.ciup.fr/questionnaire/?lang=en>

There is no deadline for submitting an application.

- ✓ CIUP accepts new residents throughout the academic year.
- ✓ However, it is important to note that requests for the month of September of each year must be completed from April of the same year (i.e. for 09/2024 complete the file before April 2024).

Therefore, the procedure is now closed for 2024. The procedure for 2025 will be open online in April 2025.

Student accommodation in a private home

➤ <https://www.immojeune.com/en/student-housing/paris-75.html>

Accommodation solution for students

STUDAPART

Finding cheap or affordable accommodation in Paris, while keeping someone who needs it company: intergenerational housing brings generations closer together, with students and retired people living side by side.

➤ <https://ensemble2generations.fr/logement-etudiant/>

In France, you are required to take out home insurance

- <https://www.visale.fr/> => Visale has been set up to act as a guarantor for student accommodation if you are between 18 and 30 years old.

- <https://garantme.fr/en> => Garantme helps you find your apartment by acting as your guarantor. Our role is to reassure landlords about your profile and your ability to pay your rent every month.

Bank Account

Opening a bank account is mandatory to receive your salary and bonus. To open a bank account, you will need to provide proof of identity and proof of address. Banks may ask you for other documents. At the end of your stay, remember to close your bank account by sending a registered letter with acknowledgement of receipt.

Here are a few non-exhaustive suggestions:

Société Générale, BNP Paribas, ... and online banking such as Boursobank, Hello bank, Orange bank, ... ,

Note that all banks have their own online platforms.

Academic registration

The procedure and registration dates vary from university to university. It is therefore important to check each university's doctoral school website for details of the procedure, documents to be provided and application deadlines.

The administrative registration at the university depends on:

- the affiliation of the host laboratory to one or more of the co-accredited universities,
- the establishment which will manage your employment contract,
- the nature of the thesis funding.

Here are a few links to doctoral schools to which researchers from the DIM C-BRAINS are affiliated

- <https://ed261.u-paris.fr/candidatures/concours-de-led261/>
- <https://u-paris.fr/premiere-inscription/>
- <https://odf.u-paris.fr/fr/offre-de-formation/doctorat-SPD/sciences-technologies-sante-STSEcole-doctorale-130-informatique-telecommunications-et-electronique-de-paris-K62APBQK.html>
- <https://ed515.sorbonne-universite.fr/inscriptions/inscription-en-1re-annee>
- <https://ed3c.sorbonne-universite.fr/en/registration/1st-year>

The CVEC, what is it?

Every student in initial training in a higher education institution must obtain, prior to registration, a certificate of payment or exemption from payment of the Student Life and Campus Contribution (CVEC). => https://cvec.etudiant.gouv.fr/?_locale=en

Taxes

Since January 2019, the state automatically deducts the tax amount before payment of the monthly salary. This withholding tax results in a net less than that announced. See below link for explanation <https://www.vie-publique.fr/fiches/21885-quest-ce-que-limpot-sur-le-revenu>

Even if taxes are with held before payment, you have to declare your taxes yearly.

This does not necessarily mean you will have to pay taxes (*tax exoneration depends on the tax treaties and your last country residence If there is an international agreement between your country and France*).

- ✓ **You must declare your income between mid-April and early June each year.** The first declaration can be made on paper (Cerfa n°2042) or online <https://www.impots.gouv.fr/accueil>
- or
- ✓ https://www.impots.gouv.fr/international_en

You should receive an email from your local tax office providing you with your tax number and access codes enabling you to create a personal account on the national tax office website.

The rate of the income tax is calculated by the tax authorities.

- ✓ After the first year, you can check or change your tax rate on the website. To access the website, you will need a tax number.

<https://www.impots.gouv.fr/formulaire/2043-sd/demande-de-taux-personnalise-etou-dacomptes-de-prelevement-la-source>

Important If you are moving, remember to advise the Tax Office website!

Health insurance

Social security is mandatory in France.

<https://www.service-public.fr/particuliers/vosdroits/R3049?lang=en>

You will need to create an account to receive documents and information.

For European or non-European student with a French contract, you will be assisted by the people in charge of your contract (HR).

Here, is some additional information to help you complete the dossier.

Recall: Before your arrival thought to get your plurilingual birth certificate for EU and non EU document established by a foreign authority to be legalized and /or apostilled and sworn translation in French.

Transport

As a student:

- you have the possibility to get an Imagin R pass (up to 26 years) and attention if you are over the age of 26, you'll require a PassNavigo.
 - <https://www.iledefrance-mobilites.fr/en>
- We can choose your package
 - <https://www.iledefrance-mobilites.fr/en/tickets-fares>

You will be assisted by the people in charge of your contract (HR), the cost of your transportation package is partially reimbursed by the employer in your payslip.

French Classes

Courses available :

- <https://www.cafs-sorbonne.fr/en/>
- Sorbonne Université classes:
 - <https://lettres.sorbonne-universite.fr/formation/apprentissage-des-langues/cours-et-formations-en-francais-langue-etrangere-file>
- Université Paris Saclay:
 - <https://www.sciences.universite-paris-saclay.fr/formation/service-des-langues/nos-formations/cours-de-file-francais-langue-etrangere>
- Université Paris Cité :
 - <https://u-paris.fr/eila/en/french-as-a-foreign-language-file/>

Publications and acknowledgements

The financial support of the DIM C-BRAINS and the Region Ile de France have to be explicitly acknowledged in all contributions and publications involving a student supported by C-BRAINS.

Examples:

- *"This project was supported by the DIM C-BRAINS and the Région Île-de-France"* and the C-BRAINS logo (mandatory in all the scientific information and communication documents).
- *"XXX (name) is/was the recipient of a doctoral fellowship from DIM C-BRAINS supported by the Région Ile-de-France"*, together with the logo of DIM if applicable.