



Procedure for Obtaining a Scientific “Carte de Sejour”

The following is the procedure for a foreign researcher or professor with the intention of staying in France for three months or longer.

The first step is that the French laboratory will send you a “Protocole d’Accueil” which will permit you to apply for the Scientific Visa at the French Consulate in your country.

On your arrival in France you must make an appointment via email at the Mobility Centre, University of Bordeaux at the following address:

accueil.chercheurs@univ-bordeaux.fr

At this appointment with the person at the Mobility Centre you will be given all the information you need to apply for your **carte de sejour scientifique**. You will not need to go to the Police or the Prefecture (government office). The Mobility Centre will complete your file for you.

The following documentation is needed to complete the application for your carte de sejour.

- Passport with a Scientific Visa addition + 2 copies
- Protocole d’accueil certified by the consulate and the University of Bordeaux + 2 copies
- Birth certificate with a certified French translation + 2 copies
- Proof of residence in Bordeaux + 2 copies
- Five passport-sized photos (B&W)

The scientific carte de sejour is good for one year, even though the protocole d’accueil is validated for less than a year.

If you have a spouse in France with you the following procedure is required.

At the time of requesting a Visa your spouse must say that he/she is a spouse of a scientist and must have a copy of the the scientist’s Protocole d’Accueil.

At his/her arrival in France she/he must also begin a file to apply for the “carte de sejour” with the following documentation:

- Protocole d’accueil for the spouse
- Birth certificate with a certified French translation
- Marriage certificate with a certified French translation
- Proof of residence in Bordeaux
- Five passport-sized photos