



Crous Accommodation FAQs

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I have been allocated Crous accommodation at the Académie de Bordeaux

Can I visit my accommodation?

It is not possible to visit the accommodation.

If you are a disabled student with an MDPH notification (or an official document certifying your disability), it is possible to visit the accommodation as part of an affectation following a request for adapted housing, by contacting the residence's secretariat.

Can I arrive at the allocated accommodation before the scheduled date?

Scheduled arrival from 1 September: yes, from 25 August 202X if the accommodation is available (per night rate applies). Contact the office at the hall of residence in question: contact details can be found here.

Home insurance must be valid on the date the keys are handed over.

 Arrival during the academic year: no, you cannot arrive before the date specified on your notice of allocation and admission decision.

Can I cancel even though I have reserved accommodation? Will I get my €100 advance fee back?

The advance fee of €100 is refundable in the event of cancellation if you request it from the <u>hall of</u> residence office before the start date specified in your admission decision.

For eligibility and reimbursement conditions, please refer to your admission decision.

If you meet the conditions for reimbursement, you must register your Relevé d'Identité Bancaire (RIB) on your https://www.messervices.etudiant.gouv.fr space.

The RIB should ideally come from a country belonging to the European zone and contain your full name as well as an IBAN and a BIC (=SWIFT).

Your NAME and FIRST NAME must correspond exactly to the identity you entered when registering your Messervices account. If you have more than one first name, you must enter them all in the First name 1 box.





I am unable to submit some documents for my rental application. What should I do?

We invite you to consult the guide "My rental file" here URL link: https://www.crous-bordeaux.fr/wp-content/uploads/sites/5/2024/11/MDL_Guide_Etudiant.pdf

I don't have my certificate of enrolment yet. Which document should I submit instead?

The certificate of enrolment is optional until 30 September of the current year. You have time to submit it to your space.

There is no need to submit a certificate of enrolment for the current year or any other document (proof of registration, payment of tuition fees, etc.).

Make sure you submit it online as soon as you get it.

Please notify the <u>hall of residence office</u> if you cannot provide it after 30 September.

I tried to pay my security deposit but the payment button did not appear.

You attempted to pay the deposit but did not complete the transaction, and the link is no longer visible. You must wait for one hour before trying again.

The link and the "Rent payment" button will reappear.

What should I do if I don't have a physical guarantor?

You can apply for a VISALE guarantee here before entering the accommodation.

Visale is a free rental guarantee scheme (unpaid rent and damage guarantees) managed by Action Logement. It is available to students **over 18** enrolled on undergraduate or sandwich courses who are 30 years old or younger and moving into Crous accommodation.

What should I do if I am not eligible for the VISALE rental guarantee scheme?

You can hire a physical guarantor, pay the total cost of your stay, or join another scheme like <u>Garantme</u>, which charges 3.5percent of the rent plus charges for the entire lease term (x 12 months).





What guarantees are covered by multi-risk home insurance?

You can find all the information at https://www.economie.gouv.fr/dgccrf/Publications/Vie-pratique/Fiches-pratiques/Assurance-multirisque-habitation

How do I apply for personalised housing benefit (APL) or social housing allowance (ALS)?

You can submit your application online on the <u>CAF website</u> once you have moved into the accommodation. The benefit granted by the CAF is paid directly to the Crous. The student only pays the portion of the rent they are responsible for.

The CAF is asking me if the halls of residence are subsidised. Where can I find this information?

To determine whether or not the hall of residence is subsidised, see the rent confirmation form to be sent to the CAF:

- If the hall of residence is subsidised, the rent confirmation form will be called "Student housing benefit (APL) Crous hall of residence certificate / Subsidised accommodation" and an agreement number will appear in the "Accommodation" section at the bottom.
- If the hall of residence is not subsidised, this document will be called "Student housing benefit (ALS/ALF) / Crous hall of residence certificate / Non-subsidised accommodation"

Where can I find my rent confirmation form (attestation de loyer) for completing my APL/ALS (CAF) application?

You can only get this once you move in.

You can only apply to the CAF for housing benefit once the check-in inventory has been completed. You can download a rent confirmation form once the check-in inventory has been completed and and as soon as possible by logging in to your space on <u>messervicesetudiants.fr</u> > Manage my accommodation > Cité U > My current accommodation > CAF confirmation form

This confirmation form will allow you to submit your APL/ALS application to the CAF website.

When you complete your APL/ALS application online, make sure you check the box that asks if you have the Crous rent ,confirmation form.

Don't forget to enter your landlord and tenant codes when submitting your application. This will help the CAF process your application faster.





What charges are included in the monthly fee?

Water, heating, electricity, maintenance of communal areas and internet access (Wi-Fi). There is no French housing tax.





I live in Crous accommodation at the Académie de Bordeaux.

Do I have the right to change the furniture in my accommodation?

Residents may change the layout of their accommodation with the existing furniture items, provided these are not fixed to the floor or wall. Modifications must take into account the state of the furniture. Any damage may need to be invoiced to residents. In particular, additional mattresses and beds may not be used.

Furniture is made available to the resident and may not be removed or changed, barring written agreement from the Residence Manager

For safety reasons, except for the equipment provided by the Crous, the resident commits to refrain from:

- Using gas appliances, heating devices, hot plates, freezers, washing machines and hobs (except for authorized microwave ovens) in communal areas;
- Possessing an object or device liable to compromise the safety of property and persons;
- Using multi-sockets and limiting the number of electrical appliances used at the same time.

I can't connect to the Wi-Fi in my halls. What should I do?

Your personal Wi-Fi code was sent to you via email and/or SMS.

Log in to the "PlanetCampus" network.

You can also log in using your Mes services Etudiant (My Student Services - MSE) credentials.

Click the "Log in using My Student Services" button.

If you still cannot connect, you can contact a dedicated Crous hotline on +33 (0)1 88 24 61 68 (free call).

It is not possible to use a service provider other than Wifirst and install a box.





I'm experiencing a technical problem in my accommodation. What should I do?

For all repair requests, you must enter a request online by completing the form below: https://linktr.ee/crous_bordeaux_reparation or by using the QR CODE displayed in your accommodation.

Once we have received your request, our technicians will intervene as soon as possible. You do not need to be present during the intervention.

The Crous is authorized to intervene in the absence of the resident once a request for intervention has been made.

Who should I contact if I have a technical emergency at night or over the weekend?

In case of a technical emergency (no water, no hot water, power cut, or a problem with your lock, etc.), you can reach the central lodge on-call service at 06 48 10 48 10 for the Bordeaux Centre, Centre, Talence and Pessac campuses from Monday to Friday, 6pm to 8am (or 4pm during school vacations) and 24/24h on weekends.

For the Agen, Périgueux, Côte-Basques and Pau-Landes sites, you can reach 05 59 14 20 40.

For more information, please contact the hall of residence office.

I have pests (insects, rodents) in my accommodation. What should I do?

It is critical that you notify the hall of residence concerned as soon as possible so that the pest control protocol can be implemented and other areas of the accommodation are not contaminated. You can do this either by using the QR CODE displayed in your accommodation and/or by contacting the hall of residence office: Contact details can be found here.

The Crous will bear the costs (protocol cost, company intervention) but they may be invoiced to the resident if the infestation is not reported or the decontamination protocol is not followed.

I want to leave my accommodation before 31 August. How do I give notice to leave?

You must notify your hall of residence one month in advance via your digital space (Cité U), "Mon logement actuel" - "Déposer un préavis"

Any notice of departure request made:





- between the 1st and 15th of the month will result in the end of the tenancy and payment of fees up to the 15th of the followingmonth.
- between the 16th and 30th/31st of the month will result in the end of the tenancy and payment of fees up to 30th/31st of thefollowing month.

(Please note that if you terminate your contract on the 15th of the month, the APL will not be paid to you unless you change residence at the Crous de Bordeaux-Aquitaine)

The procedure for each Campus can be found here.

I would like my security deposit refunded. What should I do?

The maximum period for reimbursing the security deposit is 2 months from the end of the notice period. You can contact the <u>office of your hall of residence</u> for more information about the refund.

For reimbursement, you must register your Relevé d'Identité Bancaire (RIB) on your https://www.messervices.etudiant.gouv.fr space, via your digital space (Cité U), "RIB et prélévements".

The RIB should ideally come from a country belonging to the European zone and contain your full name as well as an IBAN and a BIC (=SWIFT).

Your NAME and FIRST NAME must correspond exactly to the identity you entered when registering your Messervices account. If you have more than one first name, you must enter them all in the First name 1 box.

Can I keep my Crous accommodation if I stop studying before the end of the academic year?

Crous accommodation is only available to students enrolled in higher education at an approved higher education establishment and on an approved higher education course (undergraduate or sandwich course).

If you stop studying or change course, please notify the appropriate unit as soon as possible, indicating your first and last name and your INE (French national student ID number) logement@crous-bordeaux.fr

I want to change accommodation. What should I do?

You can change your accommodation between 1 November after the start of the academic year and 15 March according to availability. No changes canbe authorised outside the period indicated above.

You can check the terms and conditions and procedure for <u>changing accommodation</u> to see if you meet the criteria to submit your request.





I am an international student accommodated by my educational establishment or Campus France and I would like to extend my stay in the accommodation?

You must contact your institution if you want to extend your stay.

No request for a stay extension will be considered less than one month before departure.





I would like to keep my accommodation for the next academic year

I don't know my admission results yet. Should I still apply to renew my current accommodation for the next academic year?

If you are unsure whether you will continue your studies in your current department in the next academic year or have yet to eceive your PARCOURSUP, we strongly advise you to apply for a renewal. If you are admitted to a different sector, you can cancel your existing accommodation booking up to 31 August by writing to your hall of residence office.

When and how should I submit my renewal application?

You must apply for a renewal for the last accommodation you occupied. You must submit your application between 15 March and 1 May via your My Services account by going to the "Cité U" section and clicking the "Apply to renew" button.

Once your request has been approved, you will receive an allocation by mail and SMS before June with a link to confirm the renewal of your accommodation via Cité U by email and SMS within 48 hours.

The renewal criteria for university halls of residence are available

- for DSE students who, to receive their renewal, must have entered their Student Benefits Application for the following year;
- for international students.

What if I haven't submitted my renewal application or confirmed my reservation for next year by the required deadline?

Any application received after May 1 will be considered late, and no remedial action will be available if the confirmation deadline has passed.

When the Additional Offer opens (mid-July), you will be able to log in to your account at messervices.etudiant.gouv.fr, go to the "Find accommodation in Crous halls of residence" section and see which accommodation is still available. You can then look for the same accommodation type and hall of residence as you are currently in. There is no guarantee however, as it will depend on the spaces still available for the new academic year.

Your accommodation application will be considered based on social criteria priority and the number of available places in the halls of residence. Your application for accommodation will not be given priority.





Can I return to my current accommodation next year if I leave before 31 August?

<u>If your departure is linked to a work placement:</u> provided that you meet the admission requirements and have sent your work placement agreement signed and stamped by all parties before June. You will be eligible for Crous accommodation **subject to availability**. However, we cannot guarantee the same accommodation because it depends on our available spaces.

You will not be automatically renewed if your departure is not for a work placement. You will then need to apply for accommodation in the usual manner.

The renewal criteria for university halls of residence are available

- <u>for DSE students</u> who, to receive their renewal, must have entered their Student Benefits Application for the following year;
- for international students.





Useful information

I have a question about grants or my DSE.

You must log in to <u>MesServicesEtudiant.gouv.fr</u> with your credentials (email address and password) and send a message via "Support" (*Student Life section*). You can attach a document if necessary.

You can track the progress of your DSE from "Track DSE in the YOUR FINANCIAL BENEFITS" section.

You can also call the Student Life Service phone line on +33 (0)9 72 59 65 65 from Monday to Friday from 08:30 to 16:30 (excluding public holidays and the annual closure in lateDecember).

I am having financial difficulties, I can't pay my rent this month.

Contact the hall of residence as soon as possible. Contact details can be found here.

You can also apply to the welfare service for one-off financial assistance after having your situation assessed by a welfare worker. Click here to <u>make an appointment</u>.

How do I activate or top up my Izly account?

To activate your account:

Log in to your student email (address and credentials provided by your university). You will receive an email with your temporary codes.

- 1- ACTIVATE your personal space using the temporary secret code you received in your student mailbox.
- 2 REGISTER by entering your personal information and remember to change your secret code.
- 3 ENTER the security code you received via SMS
- 4 CONFIRM your registration

To top up your account:

Click "Top up" on the mobile application or web homepage and top up your Izly account in just a few clicks using the available options. You can also top up your Izly account using cash (see the crous-bordeaux.fr website for a list of top-up points).

You can contact assistance-izly@crous-bordeaux.fr if you have any problems.