

THE OFII VISIT “VISITE D’ACCUEIL” REQUIRED DOCUMENTS

In order to successfully complete your visit at the OFII, you’ll need to bring a number of documents with you.

- The **OFII convocation** (ATTACHED TO THE EMAIL SIS SENT YOU)
 - **€60.00 tax stamp** (to buy online with your credit card)- <https://timbres.impots.gouv.fr/>
- **Passport**
- **Birth certificate**- Rarely requested, but you should have it in case they make a typo with your names (A COPY WILL DO)
- One **passport photos** (LABOSTARSERVICE at 26, rue Jean Nicot 75007)
- **Proof of Housing:**
 - If you are housed by AUP: you can get the housing certificate directly from the Housing Office
 - If you are housed by COH-Comforts of Paris: you can get your housing certificate directly from COH
 - If you’re neither housed by the University or COH, and you receive a monthly EDF/GDF bill in your personal name, your most recent EDF bill (dated less than 2 months) is required.
Note that *échanciers* are not accepted. A copy of the most recent housing contract (dated less than 2 months) is required as well.
 - If you are housed by friends or a family (you, for example, work as an 'Au pair' for) and the housing justifications are not in your name: your landlord's/friend's/host family's most recent EDF/GDF bill, a photocopy of your landlord's/friend's/host family's ID or passport and an "*attestation d'hébergement*" (Feel free to ask SIS for that document). **Important:** if your landlord/friend/host family is non-EU they are required to give you a copy of their valid residency card in France.

Before leaving the OFII, please make sure the OFII stamp has been inserted inside your passport and stamped. The vignette (OFII stamp) officially validates your student visa and legalizes your stay in France under a student status.

Once this step is completed, you must stop by the Student Immigration Services Office within seven days of your appointment and show SIS your passport in order to scan the OFII sticker and the student visa so that we can update your residency records. We’ll supply you with a photocopy for your records.

