

THE AMERICAN UNIVERSITY *of* PARIS

PARENT RESOURCE GUIDE 2021-2022



WELCOME TO THE AUP COMMUNITY

We are excited to have you and your student join us on this journey at AUP. The Parent Relations team, part of the Office of Outreach and Advancement, looks forward to getting to know you and your family and stands ready to assist you and respond to any questions you might have. You can always reach us at parents@aup.edu.

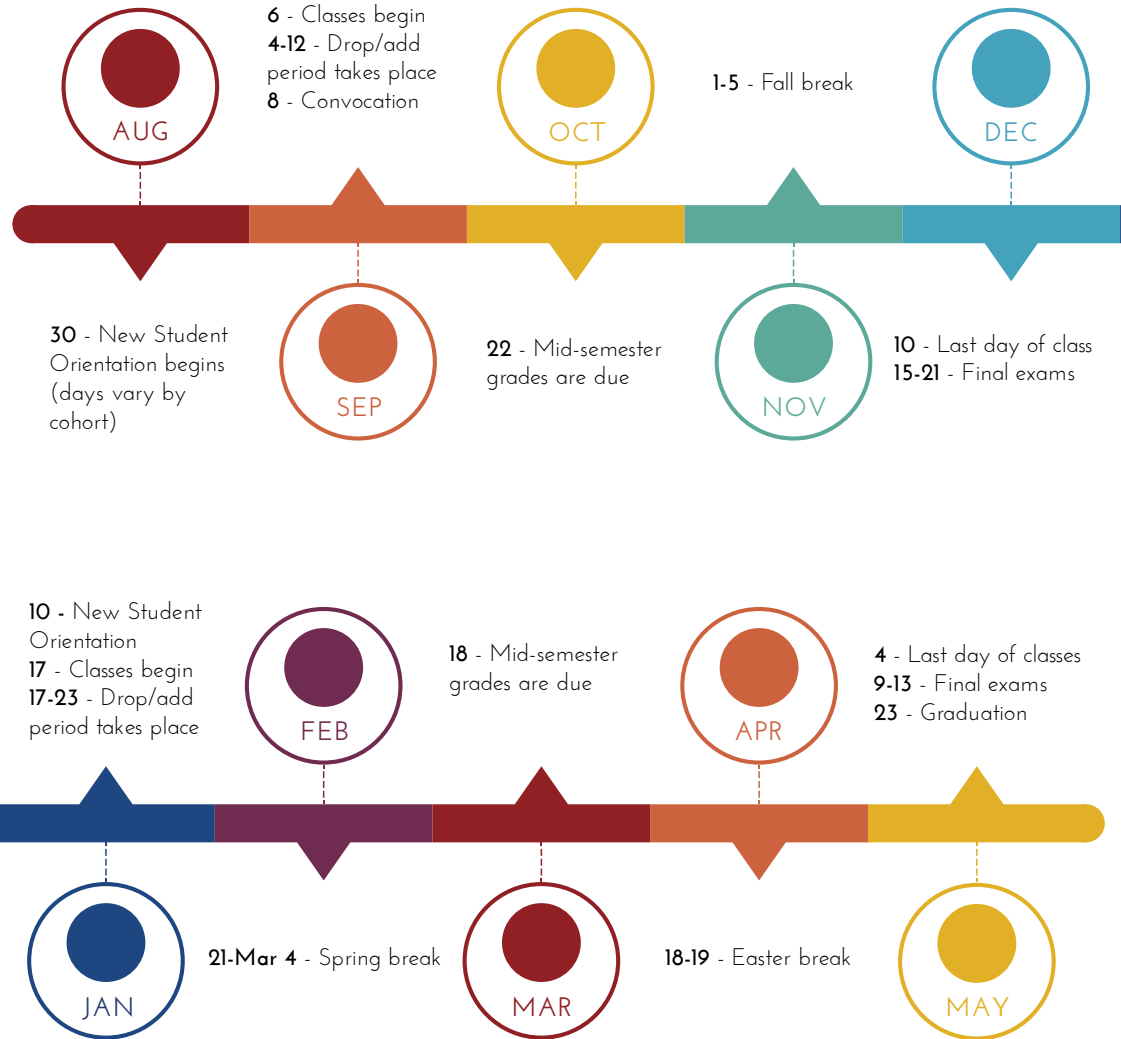
We regularly communicate with AUP parents via email to share campus updates, parent event invitations and our monthly AUP Parent Compass newsletter. In addition, we invite you to connect with fellow AUP parents by joining us on Facebook (www.aup.edu/parent-facebook) and Instagram (@aup_parents). On these platforms, parents can connect and socialize, while also offering each other support and answering each other's questions based on their experiences in Paris.

We hope you will use this parent resource guide to navigate campus resources and connect with the University while your student is in Paris. This guide and other parent resources are available on our homepage at: www.aup.edu/parents.

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THE ACADEMIC YEAR AT AUP



*Any changes to the academic schedule will be posted at aup.edu/information-hub

CONTACT

AUP PARENT REALTIONS

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SUBSCRIBE TO RECEIVE

EMAIL COMMUNICATIONS

We regularly send updates via email. To ensure your information is up to date, please visit:

www.aup.edu/parent-communications

DIVERSITY & INCLUSION

AUP.EDU/DIVERSITY

The American University of Paris is committed to creating an equal and inclusive learning space for all community members. University policy prohibits discrimination on the grounds of sex, race, color, religion, national origin, age, disability, sexual orientation, or gender identity. We encourage students to discover AUP's various programs, clubs and sources of support during their time on campus, including but not limited to:

THE AUP DIVERSITY COUNCIL: A body of students, staff and faculty that advises the President and Provost and supports community members.

AUP GUIDANCE COUNSELORS: Offer free, confidential counseling sessions and can refer students to English-speaking therapists off campus.

BLACK AND ABROAD: A student group representing and advocating for Black students on campus.

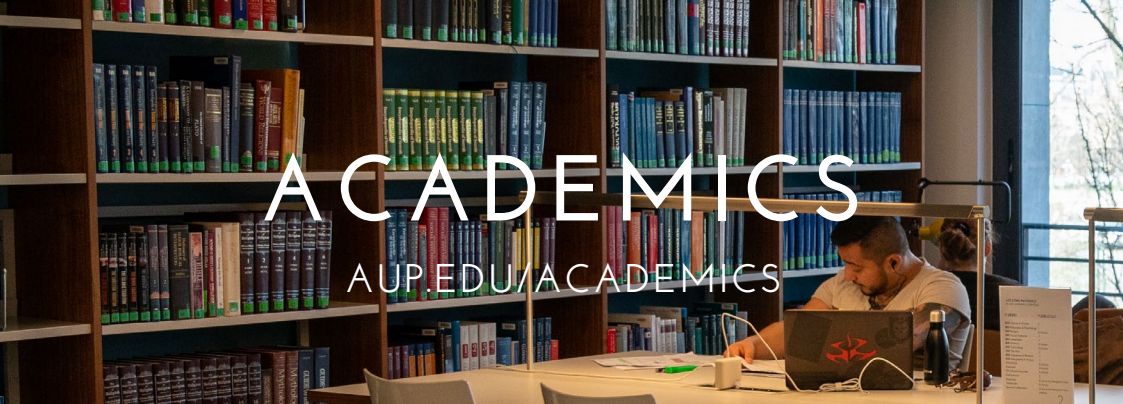
AUP FOR CONSENT: A student group that educates students on consent and supports survivors of sexual harassment and assault.

GENDER AND SEXUALITY CLUB: A student group that addresses topics pertaining to gender, sexuality, sexual orientation and sexual health.

RESISTERS: A student group that explores intersectional feminist concepts and advocates for gender equality on campus and beyond.

AUP's policy on non-discrimination is available here:
www.aup.edu/university-policies-guidelines/non-discrimination





ACADEMICS

AUP.EDU/ACADEMICS

While at AUP, students always have access to the academic support of our dedicated and talented faculty and staff. We encourage students to seek out these resources and to be proactive in shaping their own university experience.

REGISTRATION

Newly admitted students register for classes before coming to Paris for their first semester at AUP. Returning students can find more information about the registration process for the following semesters at:

www.aup.edu/how-to-register.

FERPA

AUP's Privacy Policy complies with both the US Family Educational Rights and Privacy Act (FERPA) and the EU General Data Protection Regulation (GDPR). Under FERPA, parents do not have free access to their children's records - even if they pay the bills. For AUP to share any information with parents regarding academic progress, students must authorize permission on the grade release section of their academic record. Further authorizations may be required for us to discuss your student's progress.

Learn more: www.aup.edu/ferpa

ACADEMIC RESOURCE CENTER

The Academic Resource Center (ARC) is a combined writing, tutoring and academic technology space located on the 4th floor of the Quai d'Orsay Learning Commons.

Learn more: www.aup.edu/arc

ACE CENTER

The Center for Academic Advising, Careers and Experiential Learning (ACE) is a crucial resource for students throughout their journey at AUP, providing advice on course selection, choosing majors and minors, studying abroad and improving language skills. Each student is assigned an academic advisor.

Learn more: www.aup.edu/advising

STUDY TRIPS

Registered students may sign up for faculty-led study trips to different locations in France, Europe and beyond. These cultural excursions can be stand-alone trips or part of a course curriculum. Alumni often reflect on these opportunities as the best part of their AUP experience.

Learn more: www.aup.edu/academics/cultural-program

AUP SUPPORTS LEARNING DIFFERENCES

All students with learning differences or physical disabilities should reach out to their academic advisor and explore their options. Accommodations range from extra time for exams to tutoring and mental health support.

Learn more: www.aup.edu/learning-difficulties



HEALTH & WELLNESS

AUP.EDU/HEALTH

For medical emergencies, please see Safety & Security on page 12.

At some point during their time at AUP, most students will require support from AUP's Health and Wellness Team. The team provides both medical and mental support and can guide students through the French health care system.

AUP HEALTH CARE PLAN

AUP offers a comprehensive health care plan that guarantees excellent medical coverage. Once registered, your insurance is included in your tuition. MSH International covers all basic medical costs as well as some alternative medicine.

This coverage includes eyeglasses, contact lenses, preventive dental treatment, alternative medicine such as chiropractic care, doctors who make house calls (SOS Médecins), up to fifteen sessions a semester with a psychologist, and much more.

The full plan is available on our website at www.aup.edu/health.

FINDING MEDICAL PROVIDERS

AUP provides a list of English-speaking medical providers. Students can also use Doctolib to make appointments with other specialists in Paris. Learn more at www.doctolib.fr.

GUIDANCE COUNSELING

Students may require mental and emotional support during their college careers. Guidance counselors are available for free scheduled or drop-in sessions during regular business hours in the Combes building. If necessary, counselors are able to refer students to English-speaking therapists off-campus. In addition, AUP will reimburse up to 15 therapy sessions with a psychiatrist or psychologist per semester.

OTHER SERVICES



Accompanying students to the hospital



Arranging appointments, prescription transferrals, medical tests, blood work, x-rays and more



Guidance for the reimbursement process and requesting French social security

AUP also offers a range of athletic activities, wellness programs and other benefits. To learn more, please see Sports and Wellness Activities on page 23.

AUP'S RESPONSE TO COVID-19

AUP is committed to following all health and safety guidelines laid out by the French government. AUP's Leadership Team regularly updates the AUP community via email about any changes to the health and safety policy. The latest information about rules and regulations on and off campus can be found at www.aup.edu/information-hub.



SAFETY & SECURITY

AUP.EDU/CAMPUS-SECURITY

The American University of Paris takes the safety of its community and visitors seriously. Our security team monitors building entrances, and all members of the AUP community are requested to show their AUP ID card upon entering. Guests must be registered in advance of their visit and be accompanied by an AUP community member while inside campus buildings.

Information on emergency procedures and crime reporting is available at the URL above and is included in the University's various information pamphlets, which are available at each security desk.

ID CARDS

Students are required to use their AUP ID card to access campus buildings. Students are issued one ID card every year at no cost. Replacements are available through the Office of Student Development.

EMERGENCY RESOURCES

AUP supports all students in the event of any emergency or incident. We encourage parents and students to familiarize themselves with safety procedures and protocols on AUP's website.

Learn more: www.aup.edu/campus-security

Students also receive these resources in their digital student handbook and can access them at www.aup.edu/student-life



EMERGENCY CONTACTS 24/7



International SOS +33 (0) 1 55 63 36 35

English-speaking staff and doctors who can make referrals, give you advice and call an ambulance. This is the emergency service provided in AUP's health coverage for all students.



Ambulance (SAMU): 15 or +33 (0) 1 45 67 50 50



Fire brigade (*Pompiers*): 18



Police department (*Police Secours*): 17

FOR NON-LIFE-THREATENING EMERGENCIES

For help in a medical emergency that is not severe or life-threatening, contact the Office of Student Development during business hours or International SOS at any time.



Office of Student Development: +33 (0) 1 40 62 06 31



International SOS: +33 (0) 1 55 63 36 35

SAFETY IN PARIS

As in any major city, we advise students to stay aware of their surroundings and practice basic safety measures. A list of tips for staying safe in Paris is included in the digital student handbook. This information is also available at www.aup.edu/safety-in-paris.



IMMIGRATION

AUP.EDU/IMMIGRATION

Navigating the requirements of French immigration can be tricky. AUP's Office of Student Immigration Services (SIS) assists students with immigration procedures and helps make a potentially confusing process an orderly and painless one.

TITRE DE SEJOUR

All students must maintain a valid residency permit for the entire period of their studies at AUP. For those students who are not EU citizens, this means acquiring a *titre de sejour*. The SIS Office regularly sends all returning students the necessary instructions on how to acquire and renew this permit. Students can also send immigration questions to sis@aup.edu.

THE SIS OFFICE CAN HELP STUDENTS:



Confirm their *titre de sejour*'s expiration date



Secure an appointment either before, during or after the summer holidays (SIS remains open and available to students all summer)



Advise on the date by which a student should return to France prior to the expiry of their *titre de sejour*



Assist with documents needed for the acquisition or renewal of their *titre de sejour*



ACCOUNTING

AUP.EDU/SAS

STUDENT ACCOUNTING SERVICES

The Office of Student Accounting Services (SAS) is responsible for billing and collecting tuition and fees. Undergraduate tuition is calculated by semester. Graduate tuition is calculated by course credit. Tuition payment plans are available for each. Unless other arrangements have been made, tuition is due in full by July 15 for the Fall semester and December 15 for the Spring semester.

FINANCIALLY RESPONSIBLE PERSONS

Financially Responsible Persons (FRPs) will receive reminders about billing statements and reminders about upcoming tuition payments. If you, another family member, or your student is listed as an FRP, that person can visit www.aup.edu/sas to learn more about how to complete payments and how to report those payments on tax returns.

SCHOLARSHIPS AND FINANCIAL AID

AUP awards over 4 million euros each year to students of all nationalities, promoting economic diversity among our already culturally diverse student body. Nearly 45% of AUP students receive financial aid every year. To learn more, visit www.aup.edu/financial-aid.



GPS PROGRAM

AUP.EDU/GPS

AUP's signature Global Professional Skills (GPS) Program provides students with the opportunity to create an extracurricular path in parallel with their studies to sharpen critical skills and develop their personal and professional pathways toward post-AUP life.

The program begins in the first semester of a student's first year. As students participate in co-curricular activities, take on leadership positions, or join workshops and other educational activities, they earn GPS credit counting towards a coveted GPS Certificate. The program develops four essential Core Capabilities that align seamlessly with the core academic curriculum. The program culminates with a project in the Spring semester of a student's senior year, followed by the GPS Certificate Ceremony.

CORE CAPABILITIES



Professional: Independent, creative thinkers



Cultural fluency: Adaptable communicators with a global perspective



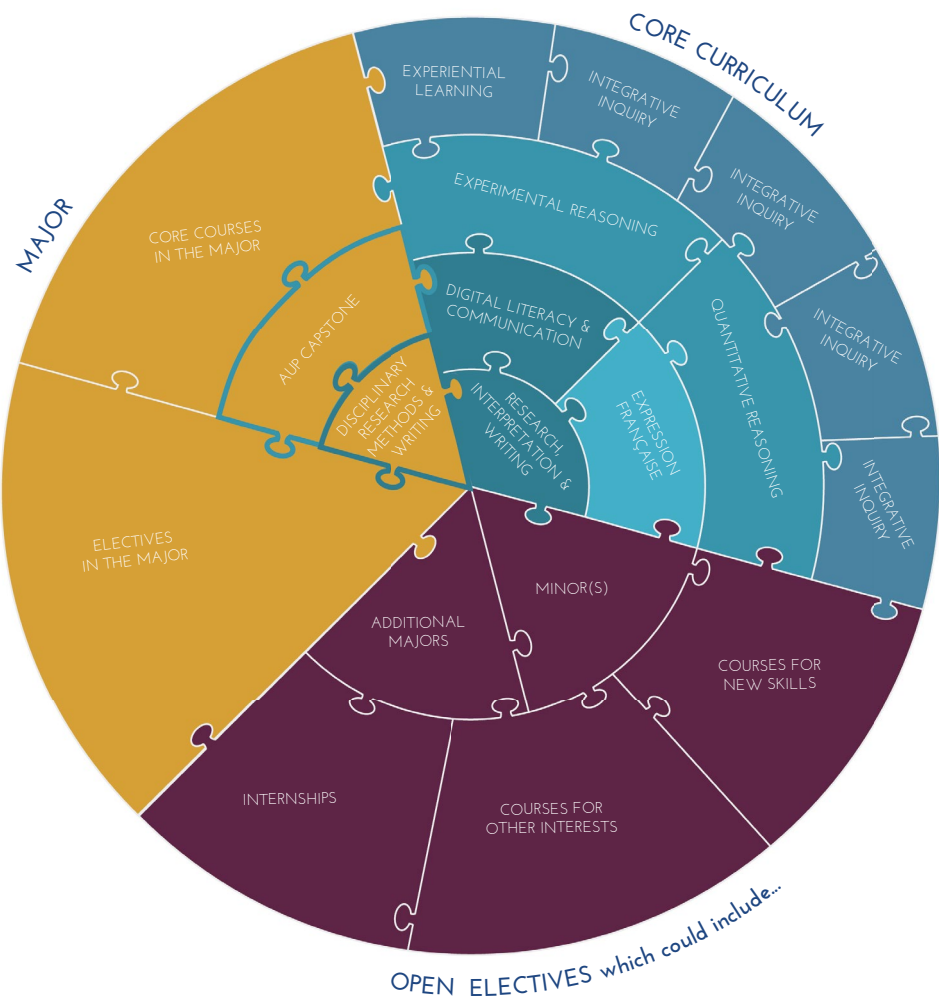
Leadership: Responsible, empowered leaders



Personal: Engaged, lifelong learners

EXPERIENTIAL LEARNING AT AUP

As of Fall 2020, new degree-seeking students are required to complete an experiential learning activity. One way for a student to meet the Experiential Learning requirement of the core curriculum is to earn their GPS Certificate.



Events and co-curriculars that qualify for GPS credit are listed on AUP Engage



LIFE IN PARIS

AUP.EDU/STUDENT-LIFE/PARIS

The first essential step to settling into life in Paris is a French bank account, which is required for obtaining a cellphone contract and for paying bills like rent and electricity. We advise all students planning to stay in Paris for more than one semester to open a bank account. The Office of Student Development can guide your student, upon their arrival in Paris, through the process of opening an account with Société Générale or HSBC.

BANKING: FAST FACTS



Opening a French bank account can take up to four weeks.



The Office of Student Development can guide your student throughout the process of opening an account with Société Générale or HSBC.



Wiring money is the fastest way to receive money from outside of France. You can either transfer money to your French bank account using the IBAN/BIC information from your RIB, or wire money using Western Union or TravelEx Moneygram.



Learn more about student banking at www.aup.edu/banking.

MOBILE AND INTERNET PROVIDER

We work with comAvenue, a company near campus with English-speaking employees who can assist students in choosing a phone plan and internet provider.

Address: 24, rue du Champs de Mars, 75007 Paris.

Tel. +33 (0)1 45 55 00 07

Email: info@comavenue.com

Free Mobile is an inexpensive phone and internet provider. No contract commitments are required, meaning that you can cancel your contract at any time without penalty. You can sign up online or at the Free store.

Address: 8, rue de la Ville l'Évêque, 75008 Paris.

PUBLIC TRANSPORTATION

While Paris is an highly walkable city, students may find it more convenient to use the metro, train, bus and tramway systems. Students under 26 can purchase a yearly student transportation card, the *Carte Imagine R*, for 350€. Students over 26 can purchase a regular card, called the *Carte Navigo*, which can be renewed on a monthly or yearly basis. At the time of printing, a pass including Paris and its suburbs costs 75€ per month.

SUMMER STORAGE OPTIONS

If your student plans to return home for the summer and needs a place to store their belongings, there are self-storage options available in Paris for both large and small items. We recommend a Google search to find a location and space that fit your student's needs.



RESIDENTIAL LIFE

AUP.EDU/HOUSING

Throughout the year, the Office of Residential Life responds to any housing questions students might have and provides additional support services, including roommate conflict mediation, consultations and guidance for applying for the CAF.

FIRST-YEAR STUDENTS

The Office of Residential Life is responsible for assigning first-year students to authentic Parisian living arrangements with their classmates, or in a homestay with a French family for a more culturally immersive experience.

RETURNING AND GRADUATE STUDENTS

The Office of Residential Life also supports returning undergraduate students and graduate students in their search for housing by providing a database of available apartments owned by local proprietors. In addition, housing staff members will make an effort to provide additional information about potential housing options to students choosing apartments remotely.

APPLYING FOR THE CAF

The French government provides housing subsidies known as CAF (*Caisse d'Allocations Familiales*) to eligible students. To apply, students must provide a

French lease with their name on it and must pay rent directly to their proprietors (as opposed to parents paying the rent, for example). Students interested in applying for the CAF should check with the Residential Life team regarding the type of contract they sign and whether they are eligible.

MAIL

Each AUP student has a personal university mailbox in the Saint-Dominique building. Students will also have access to a mailbox in their apartment, though the ability to receive packages may vary.

Please use the following address to send students mail and packages:

Student Name & Mailbox Number
c/o The American University of Paris
102, rue Saint-Dominique
75007 Paris, France

INTERNATIONAL SHIPPING

International shipping can quickly become complicated and expensive. If you intend to send packages or mail to your student, there are conditions as to what can be sent via mail into France. A list can be found here: www.aup.edu/usps. Custom charges may also apply to packages arriving from outside of the EU, so please discuss with your student before sending a package.

Rather than shipping forgotten items from home, we recommend that students purchase everyday necessities like hair dryers, fans and water boilers, as well as most toiletries and home goods, in Paris. Students can use this guide when preparing their suitcases: my.aup.edu/what-to-bring



STUDENT LIFE

AUP.EDU/STUDENT-LIFE

Outside of the classroom, students have access to a wide range of clubs, events, study trips and cultural excursions, leadership opportunities, and much more. Exploring these opportunities can help students craft a meaningful experience at AUP while developing skills for their life post-graduation.

EVENTS AT AUP

University events open to the public are listed on AUP's website at www.aup.edu/news-events. Parents and families are welcome to attend virtual and in-person events open to the public.

Students can also access AUP Engage, the student platform for all extracurricular activities on campus. All student organizations, campus events and volunteer opportunities are posted on this platform.

STUDENT ORGANIZATIONS AND VOLUNTEERING

Student organizations are active on campus year-round. From the Student Government Association to the Peacock Plume Magazine and the Global Mentoring Program, there is something at AUP for every student. All student organizations and volunteer opportunities are posted on AUP Engage.

STUDENT ADVISORS

Student advisors are appointed by the Office of Student Development to welcome new students to the AUP community and work with them throughout the academic year.

These advisors accompany students throughout Orientation and will check in on their advisees several times throughout their first year. Advisors are available to answer questions, connect students to relevant campus services and update them about student activities.

Students are eligible to become student advisors in their second year at AUP. All those interested should contact the Office of Student Development at studentdevelopment@aup.edu.

SPORTS AND WELLNESS ACTIVITIES

All AUP students are invited to join a range of sports and fitness programs. The Office of Athletics also works with students interested in forming new teams.

Competitive teams include:

Futsal/Indoor Soccer – men

Equestrian – men & women

Basketball – men & women

Volleyball – women

Non-competitive groups and amenities include:

AUP Dance

Yoga

Wellness room for meditation



AUP also offers discounted gym memberships to over 30 gyms across Paris. Learn more at www.aup.edu/gym-membership.



AUP CAREERS

AUP.EDU/CAREERS

The AUP Career Center supports students in developing employable skills and finding professional opportunities during and after their time at AUP. The center regularly hosts career workshops on networking, building a CV, job hunting and more, all of which are open to students and AUP alumni.

GLOBAL MENTORING PROGRAM

The Office of Alumni Affairs collaborates with the Career Center to run the Global Mentoring Program, a semester-long program that pairs current students with AUP alumni mentors. The program is open to students with sophomore standing and above, and is an excellent way for students to learn more about different professional industries. Each mentoring cycle begins at the start of the semester.

Learn more: www.aup.edu/global-mentoring-program

GLOBAL TALENT PORTAL

Students looking for internships now have the option of presenting a professional profile on AUP's Global Talent Portal. Here their profile and work will be visible to potential employers, all vetted by AUP.

Likewise, if you are looking to hire an intern, consider hiring an AUP student.

Learn more: my.aup.edu/global-talent-portal.



It's never too early for students to start thinking about their future after AUP. Whether your student is seeking a four-year degree, or just visiting AUP for one semester, they will have lifelong access to various alumni benefits, programs and opportunities.

CONTINUED CAREER SUPPORT



Alumni can continue to access career workshops hosted by the AUP Career Center.



AUP Alumni Affairs frequently hosts networking events to help alumni connect and create professional opportunities.



Alumni have access to AUP Global, a career-boosting platform that allows alumni to create a profile, post or search for jobs, and message one another.

A GLOBAL COMMUNITY

AUP alumni live and work across the globe, creating a uniquely diverse and interconnected community. AUP Alumni Affairs regularly hosts events, reunions and workshops so that no matter where you go, you're never far from the AUP family. Visit www.aup.edu/alumni to learn about ways to connect, alumni benefits, and success stories from our community.



VISITING PARIS

AUP.EDU/CAMPUS

FIRST STOP, AUP

We would love to welcome you to the Office of Outreach and Advancement at 5, boulevard de La Tour-Maubourg. For more information on how to plan your stay or what to do in Paris, please contact us at parents@aup.edu.

When planning your visit, we recommend that you explore accommodation options using www.booking.com to search for a hotel or www.airbnb.com for an apartment in Paris. AUP's campus is located in the 7th *arrondissement*.

PUBLIC TRANSPORT NEAR CAMPUS

Buses: 28, 42, 49, 63, 69, 80, 92

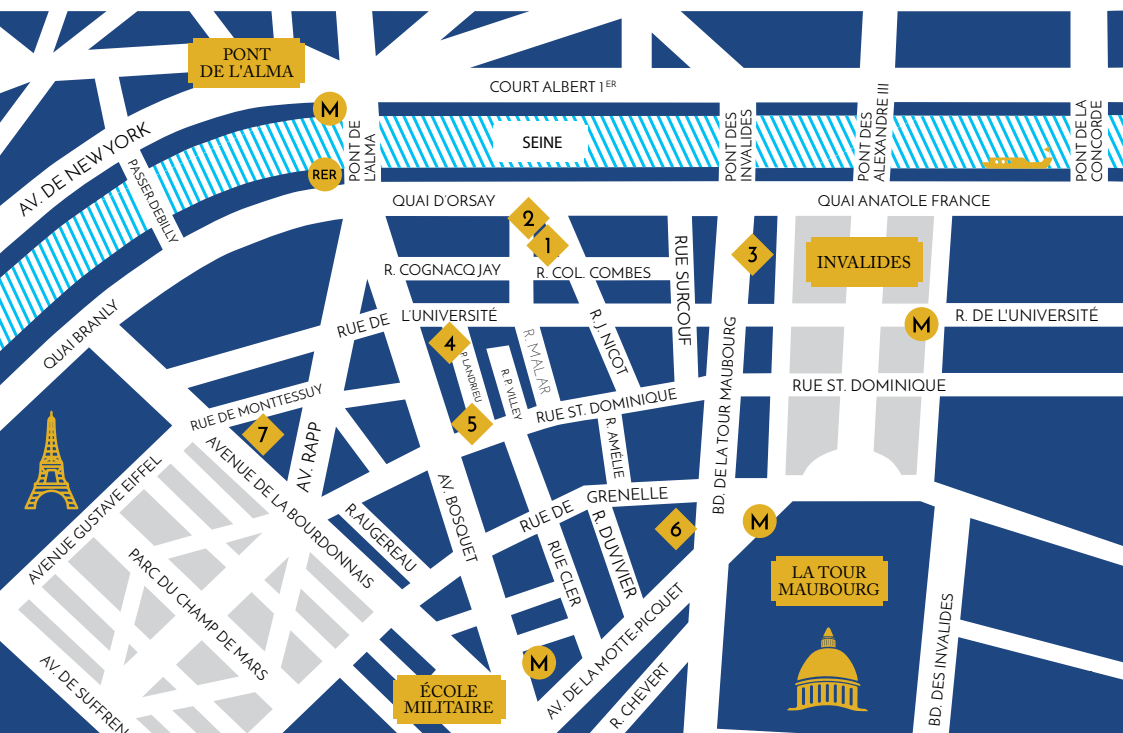
Métro: La Tour-Maubourg, Ecole Militaire, Alma-Marceau, Invalides

RER: C - Pont de l'Alma-Marceau

ACCOMMODATION IN PARIS

AUP has established partnerships with 4-star hotels in Paris from the INWOOD hotel chain. These corporate rates will be valid all year long, depending on availability. Be sure to use the reservation code AUP2021 for a 15% discount and complimentary breakfast (restrictions may apply, please inquire when reserving).

- 1 Combes Student Life Center: 6, rue du Colonel Combes
- 2 Quai d'Orsay Learning Commons: 69, quai d'Orsay
- 3 Administration Building: 5, boulevard de La Tour-Maubourg
- 4 AUP Bookstore, Classrooms & Faculty Offices: 2 bis, Passage Landrieu
- 5 Classrooms and Faculty Offices: 102, rue Saint-Dominique (entrance at 16, passage Landrieu)
- 6 Grenelle Teaching and Mentoring Center: 147, rue de Grenelle
- 7 Monttessuy Center for the Arts (opening Fall 2021) : 9, rue de Monttessuy





SUPPORT AUP

AUP.EDU/PARENTS

PARENT AMBASSADORS

AUP Parent Ambassadors play an important role in building community among AUP parents, as well as shaping our parent services throughout the year. Parent Ambassadors can serve to promote event engagement, share insights with the parents of prospective students, and much more. We would also love to connect with you throughout the year, hear updates about your child's experience in Paris, and invite you to events as we travel all over the world.

Sign up: www.aup.edu/parent-ambassadors

PARENT EVENTS

The Office of Outreach and Advancement regularly organizes social and informational events for our parent community, including coffee hours, guest speakers, authentic Parisian cooking classes, and more, both virtually and around the world. All upcoming parent events, as well as important parent updates are listed on our homepage at www.aup.edu/parents.

SHOP AUP GEAR

AUP clothing, accessories, gifts and more are available to order on our Zazzle store at www.aup.edu/store. Show off your AUP pride and gear on Instagram by tagging #AUPparents.

60 YEARS OF AUP

This academic year marks 60 years since AUP's founding. We hope you will join us in our year-long celebration, featuring virtual and in-person events, as well AUP Community Weekend in May 2022. Keep an eye on your inbox as we share invitations with you all year long.

SUSTAIN TOMORROW, SUPPORT TODAY AUP PARENTS FUND



The AUP Parents Fund helps ensure that all AUP students are supported, both personally and academically, during their time in Paris. By supporting the AUP Parents Fund, you will help provide resources for an unparalleled educational experience both in and beyond the classroom.



Make your donation today at www.aup.edu/parents-fund



Learn about AUP's philanthropic priorities at www.aup.edu/giving

The American University of Paris welcomes financial support from our alumni, parents, faculty and staff, current and former trustees, and friends of the University.

BOOKMARK THESE

ONLINE RESOURCES

AUP.EDU /PARENTS-FAMILIES
AUP's parent website

/CALENDAR
AUP's academic calendar

/NEWS-EVENTS
AUP's events calendar and news

/ADVISING
Academic Advising Center

/ACADEMIC-POLICIES
AUP's academic policies

/FINANCES
Student Accounting Services

/HEALTH

/HOUSING

/IMMIGRATION

/STUDENT-LIFE
Student resources and activities

PARENT RESOURCE GUIDE 2021-2022

THE AMERICAN UNIVERSITY *of* PARIS

The Office of Outreach and Advancement

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75007 Paris, France

parents@aup.edu

www.aup.edu/parents