

The International Lyon Anglican Church
Students' Guide to living in Lyon

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Welcome to Lyon

Welcome to Lyon. This guide has been created with International Students' needs in mind. Moving to and living in a different country can be daunting and overwhelming. This guide is designed to make the transition easier. It provides useful information for your preparation and stay in Lyon. We hope you have an enjoyable stay, whether you have come to work or study and that you make the most of your experience of living in Lyon.

Before you arrive

Birth certificate

You will need to have your birth certificate translated in French. You will need to ask either your French consulate or your local town hall, depending on which country you are from. An official translator needs to certify that the translation is an official and authentic document by stamping it. Without the stamp the translation is not valid.

The British Council has an arrangement with the French Embassy in London, whereby Students and Language assistants can receive a birth certificate translation for free. It is strongly advised you send all the relevant information, including your original birth certificate as soon as possible. For further details contact the British Council directly.

Telephone: +44 (0) 161 957 7755 Fax: +44 (0) 161 957 7762 E-mail: general.enquiries@britishcouncil.org

Visa: For non EU students

For information on obtaining a visa consult the following website: <http://www.diplomatie.gouv.fr/venir/visas/> and obtain information from your nearest consulate.

Medical insurance

Before you leave, it is worth arranging or planning the appropriate medical insurance. The type of insurance you arrange will vary according to your country of origin and the duration of your stay.

As regards medical insurance you have three options:

1. use basic medical insurance (this is known as « *la sécurité sociale* », « *la CPAM* » or « *la sécu* »). This will be automatically deducted from your pay, if you are working as a language assistant, so you will not need to take any administrative steps. With this option you will be reimbursed a small proportion of any medical expenses by the French state.
2. take out a European or International medical insurance in your country of origin **before you leave** . If you plan on staying in Lyon for 3–9 months, this is the most practical option.
3. Join a « *mutuelle* » (for additional medical insurance). You will pay a fixed monthly sum by direct debit to have extensive medical cover. For example, if you are ill and have to visit the doctor, you will be reimbursed a larger proportion by both the state and your « *mutuelle* ». For more information contact an « *agence mutuelle* » like *MAIF, MGEN, MMA*, etc. and find out which offer suits you best. This third option is suitable for those who plan on staying in Lyon for longer than a year.

EU students: If you are from the EU, you are entitled to basic medical insurance as an EU citizen in case of emergency. You must obtain a medical insurance card before you leave your country of origin. This card has replaced the E111 and E128 forms.

Checklist of what you will need to bring:

- Passport photos: Bring 4 if you are from the EU or if you're not from the EU bring 4 colour photos and 4 black and white photos
- Bring photocopies of your "*pièces d'identités*"; your passport, your birth certificate in English and in French, about 10 of each
- Do not forget to bring your student card with you! It come in handy and you can make the most of discounts available for students in Lyon. It is best to get the ISIC international student card because it is recognized everywhere.
- If you are from the EU you will need to apply for the medical insurance card (if you have not received it already) which has replaced the E111/E128 form. This card offers free basic medical insurance cover in case of emergency
- You will need additional medical insurance cover for your stay abroad. Make sure you have arranged this before you leave (IMPORTANT: see the previous section for more detailed information regarding health insurance in France).
- Unblock your phone (see communication section)

- Reserve your flight
- Reserve your youth hostel/hotel well in advance
- Save some money (Students recommend approximately 1,000€ –2,000€)
- Start looking for accommodation as soon as possible
- Make sure you bring "*une lettre de garant*" signed by one of your parents or relatives (see accommodation section for more information)
- And finally, if you are fortunate enough to receive additional information about your stay abroad from your university or the British Council please read the information carefully

When you arrive in Lyon

Once you have arrived in Lyon, there are some administrative steps you need to take:

- open a bank account

You will need to open a bank account as soon as possible. You will need to bring along:

- a "*pièce d'identité*" + photocopy,
- evidence of your address (eg *l'attestation de domicile / attestation de loyer / attestation de logement*) + photocopy,
- evidence you are a student or a language assistant or of your job (*l'arrêté de nomination, l'attestation de travail*) + photocopy,
- and of course some money to put into your bank account.

It is a good idea to obtain a "*carte bleue*", which is part of Visa / Mastercard / Eurocard. This is a debit card and it is accepted everywhere In France. For example you can use it on the internet to buy train tickets or on the machines to hire a *Vélo'v* bicycle.

BNP, CCF, Crédit Lyonnais, Crédit Agricole and *La Poste* are all banks that former students have recommended. It is advisable to ask the banks for information on what kind of accounts they have on offer so that you can decide for yourself.

Be careful of the fees!

Check out the bank's opening times and see whether its location is convenient.

Please bear in mind that only your local branch has access to your bank account details.

If you have an Erasmus grant cheque, pay it in at the counter, not at the machine as it will take longer to clear.

If you have ordered a card or cheque book, it is good idea to check that it has arrived as they won't inform you when it's ready to be picked up.

- Communication

Mobile/Cell phones

If you want to use a mobile phone in France you have two options: you can either choose to have a contract (*abonnement*) or use credit cards / pay as you go (*mobicarte*). With a contract phone you pay a monthly bill and the contract usually lasts a year (check with the mobile phone operator shops to be sure). In order to benefit from a contract phone you will have to use the phone frequently.

With the second option, pay as you go, it is cheaper and more flexible. You need to buy phone cards (like *mobicarte*) which are already credited or use your credit card to top up so that you can make phone calls and send text messages. The quantity of your credit varies according to the price of the card. The credit also expires after a certain period of time, depending on its price.

If you already have a mobile phone, you can buy a SIM card for about 30€. If your mobile phone only works with one network, that means it is blocked (see checklist above). It is very easy to unblock your phone in a mobile phone shop.

The best thing to do is find out what offers mobile phone operators like *Bouygues Télécom, Orange France, SFR*, etc are promoting.

If you want to buy a mobile phone you will need:

- a « *pièce d'identité* » (passport)
- a « *justificatif de domicile* » (bill from *EDF* or an *attestation de loyer*)
- your student card (if you have one)

Landline telephone

Depending on your length of stay and your accommodation situation you may want to have a landline installed with *France Télécom*. First of all you will need to find out if a line is already installed and that a telephone number already exists.

Should you choose to use a private telephone company, please note that you will need to establish the landline with and pay line rental to *France Télécom* first. It is a good idea to shop around and see which company offers the best deal for your situation. There are a wide range of offers available and they change all the time. Some companies have offers which include the internet and television.

You will need the following documents:

- a RIB (your bank details)
- an « *justificatif de domicile* » (bill from *EDF* or *attestation de loyer*)
- a « *pièce d'identité* » (passport)
- the Name and number of the person who lived in your apartment before you (ask your Estate agent or the owner of your flat)
- and finally: the number written on the « *plaque métallique* » on the socket where the line is connected in your flat

There is a cancellation fee when you close the account with *France Télécom*.

International telephone calls

You can use international telephone cards, like « *la carte KERTEL-EUROPE* », which you can buy in a *Tabac*. A card costs 7€50 for 80 minutes from a telephone box and 910 minutes from a landline.

If you want to telephone abroad from a landline and spend less money then visit this website for more information: www.telerabais.com/rates.php

Internet

Should you choose to install the internet in your apartment, it is advisable to gather information from all the Internet operators, like *Neuf Télécom*, *Club Internet*, *Free*, *Alice*, *Wanadoo* (linked with *France Télécom*). There are many offers available. As regards installation see section on landline above.

Be careful: in order to cancel you internet connection there is often a cancellation fee. Usually you must give one month's notice.

Other options: There are many internet cafes in the city centre of Lyon. The « *Bibliothèque nationale de Lyon* » provides internet access free of charge (but you have to be a member of the library).

- The "*carte de séjour*" (residence permit)

EU students:

If you are European you no longer need to have a *carte de séjour* according to "*la loi no.2 2003-1119 du 26 novembre 2003*:"

"l'article 14 a supprimé l'obligation de détenir un titre de séjour pour les ressortissants des Etats membres de l'UE et de l'Espace Economique Européen".

For non-EU students: obtain a "*carte de séjour*"

As soon as you arrive you need to go to the "*préfecture*" to request your "*titre de séjour*". First of all you are given a date and time for a "*rendez-vous*" which you must keep to.

- You need to bring the following documents with you:
 - 2 black and white photos
 - your passport
 - 2 photocopies of the relevant page of your passport and your visa
 - Birth certificate + photocopy
 - Translation of your birth certificate + photocopy
 - your *attestation de domicile/attestation de loyer/attestation de logement* + photocopy
 - if you are an assistant: your "*arrêté de nomination*" and your "*procès verbal d'installation*" + photocopy
 - if you are a student: evidence you are studying in Lyon + photocopy

You will need to bring all the above mentioned documents. Do not forget to bring photocopies, and remember never leave the original copies!

You will also need to go for your medical at OMI (*l'Office des Migrations Internationales*). If you have not received a "*convocation*" in the first 10 days, then it is advisable to go there in person to have your medical examination. This is easier and quicker than telephoning OMI. Once you have had the medical, you will receive a certificate which you will need to take to the *préfecture*.

La préfecture du Rhône:

14 quai Serrail

69006 Lyon

telephone number : 04.72.61.67.06

L'OMI (Office des Migrations Internationales):

7, rue Quivogne

69002 Lyon

telephone number : 04.72.77.15.40

AccommodationTemporary accommodation:

Where to stay while your searching for accommodation:

L'auberge de jeunesse :

40-45 montée du Chemin Neuf 5e Lyon

superb location above Vieux Lyon 12€20 per bed and breakfast.

single sex rooms, possible meeting place to find people to live with i.e.

colocation. Book well in advance by tel 04.78.15.05.50 or fax 04.48.15.05.51 or

mel : lyon@fuaj.org or website : www.hostelbooking.com

There is a list of budget hotels on Lyon's *office de tourisme* web-site: www.lyon-france.com. You are strongly advised to book well in advance.

You could stay with a host family for a few days while you search for somewhere to live. It is free. Visit www.hospitalityclub.com for more informaton.

For help in finding accommodation:

CLLAJ "*Comité local pour le logement autonome des jeunes*"

3, rue de l'Abbé Rozier (place du Forez)

69001 Lyon

telephone number : 04.72.07.87.17 ; email address : cllajlyo@globenet.org

"C'est une organisation créée pour les jeunes de 18 à 30 ans qui ont un lien avec la Ville de Lyon par la domiciliation, l'emploi et la formation. Elle vous offre de l'information et de l'orientation sur toutes les questions liées au logement ; soutien et accompagnement dans votre recherche de logement ; des compétences pour vous conseiller et rendre vos démarches efficaces ; divers outils à votre disposition : annonces, photocopies, téléphone..."

You can also visit the university notice boards to check the "*petites annonces*" advertising spare rooms / studios / apartments.

Here is an overview of the range of the possible types of accommodation available:

Flat share / *La colocation*:

This is the most popular choice for students because it is much cheaper to rent an apartment with other students! If you are looking for somewhere by yourself, it is economic and practical. What is more you can share an apartment with other French students and practise your French.

Consult the following websites:

www.apartager.com (it costs 15€ to subscribe)

www.colocation.fr

You could also look at the "*petites annonces*" posted in the universities and the CRIJ.

CRIJ RHÔNE-ALPES (Centre Régional d'Information Jeunesse)

10 quai Jean Moulin 69002 LYON

Tél : 04 72 77 00 66 E-mail : crijlyon@j-net.org the "*petites annonces*" are posted every Monday afternoon.

Some advice: When you sign the "*bail*" make sure you check what is written down and what you are signing. Be sure that you will receive housing benefits (CAF- see page X) before signing the "*bail*".

In a student "*résidence*" :

You can rent either a room or a studio (recommended) for one person, or a studio or an apartment (T1, T2, etc) for two people in a "*résidence*". For more

information visit the Kit Adèle website: www.adele.org or telephone 0892 350 370. You can also visit the following websites:

- Antaeus
- www.sih-savoie.com or 00334 76 85 58 58
- Axiade
- www.logirel.fr or tel : 0820 060 810
- Eurostudiomes
- www.laureades.com or tel : 0825 332 332
- Gestrim Grand Lyon
- www.gestrim-campus.com or tel :0820 830820
- RSG Groupe Reside Etudes
- www.estudines.com or tel :0825 041 042 or 00334.72.71.72.18
- Le CROUS (Le Centre Régional des Oeuvres Universitaires et Scolaires)
59 rue de la Madeleine 69007 Lyon tel : 04.72.80.13.24
Website: <http://www.crous-lyon.fr>

En foyer privé

(a "*résidence*" mainly for women). For more information visit the following websites :

- www.afi.asso.fr
- www.ufit.org

Le logement privé: How to find private accommodation

You can also find accommodation with Estate agents like *Orpi, Gestrim, Foncia, La Forêt, Century 21*, etc. You can find their address on the internet or in the "*pages jaunes*" (www.pagesjaunes.fr). It is easier to search for accommodation when you are actually in Lyon. Finding accommodation through an Estate agent is the safest way. Although you have to pay fees, "*les honoraires*" for their service in finding your accommodation, if you ever have a problem with your apartment your estate agent will help you out. You do not have a direct link with the landlord.

Please be wary of estate agents who require immediate payment for the viewing a list of apartments. These estate agents put you in direct contact with the landlords and offer you no further services. Some of the apartments listed may have already been taken by the time you ring them! This list is not a guarantee

you will find an apartment, so you run the risk of losing your money.

Besides, if you rent an apartment directly with the landlord, without the involvement of an estate agent you also run the risk of being exploited if you ever have problems in your apartment. Having the latter way of finding accommodation is obviously much cheaper than the former one. If you decide to deal with the landlord directly, check that you have carried out the *état des lieux* both before and after your tenancy in the apartment and check that you have signed a contract or a "*bail*" with the owner confirming the length of your stay. And finally, make sure that you receive a "*reçu / récépissé*" for each payment you make.

Consult the "petites annonces" @ :

CRIJ RHÔNE-ALPES (Centre Régional d'Information Jeunesse)

10 quai Jean Moulin 69002 LYON

Tél : 04 72 77 00 66 E-mail : crijlyon@j-net.org the "*petites annonces*" are posted every Monday afternoon.

Consult the following newspapers:

- *Top Affaires* (free)
- *Le 69* (free)
- *Paru-vendu* (free)
- *De particulier à particulier*
- *Le Progrès*

and the "*petites annonces*" on the following websites on the internet:

- www.explorimmo.com
- www.fnaim.com
- www.fnaim.fr
- www.homevillage.com
- www.123immo.com
- www.lyonweb.net/petites-annonces
- www.nexdom.com
- www.petitesannonces.fr
- www.pap.fr
- www.seloger.com

Please note: It is very rare to find a furnished apartment. Most apartments are **not** furnished. Unless it states there is a "*cuisine équipée*", the kitchen may just consist of a sink and fittings for kitchen equipment! For an explanation on the size of apartments please consult the glossary.

What do you need to rent an apartment?

- a bank account
- Money, of course! Renting accommodation is expensive in Lyon. It's recommended you have about 2,000€ available to cover the costs of everything, for example the hotel (where you'll stay while you're looking), the fees (*les honoraires/les frais d'agence, l'état des lieux, les frais de bail, la caution* and *deux mois de loyer*, of which one month's rent is paid in advance).

Here is a list of documents you will need to provide:

- your "*lettre de garant*" signed by one of your parents/relatives (See checklist at the beginning. It is very important!)
- 2 passport photos
- your passport + photocopy
- your birth certificate, translation of your birth certificate + photocopy
- *L'attestation de travail* + photocopy
- *L'arrêté de travail* + photocopy
- *Le procès-verbal d'installation* + photocopy

Remember: never leave the originals!

Some advice

- When you are looking at rent prices, do not forget to take into account the "*charges mensuels*". These costs cover maintenance, cleaning and even "*le chauffage collectif*" of your building.
- You will save money if your accommodation includes "*le chauffage collectif*" because this heating system ensures the building stays at a comfortable temperature of about 18°C.
- You can pay for *assurance d'habitation* through your Estate agents or your bank. This insurance is compulsory according to French law.

- When you have found somewhere to live, do not forget to ask for an "*attestation de logement*" for proof of address.
- If you sign a "*contrat / bail*" which states that you will rent the apartment for longer than you will stay in France, remember that, according to the French law, you will be able to leave the apartment provided that you give a "*préavis*" three months in advance. The *préavis* is a letter sent with recorded delivery "*lettre recommandée avec accusé de réception*". You must send this letter by recorded delivery three months before your date of departure. To send a letter with recorded delivery, you have to go the "*La Poste*" and explain that you would like to send "*cette lettre en recommandé*". It's very important that this letter is sent by recorded delivery.

How to furnish and equip your apartment:

Students and assistants recommend Ikea because it is the cheapest place to find furniture, etc..

Ikea ZAC Champ du Pont, 69808 St Priest (Tram 2: Porte des Alpes)

There are also second hand shops like:

Troc de l'île, in St Priest, Villeurbanne and in the 8th arrondissement

Tati is a store that sells cheap things too:

9 rue de Grenette, 69002 Lyon.

A glossary of accommodation words

Studio : main room, including a kitchen area, bathroom and toilet.

T1/F1 : main room, a kitchen, bathroom and toilet.

T2 /F2 : 2 rooms; a living room, a bedroom and a kitchen, bathroom and toilet.

T3/F3 : 3 rooms; a living room, 2 bedrooms and a kitchen, bathroom and toilet.

Meublé : a furnished apartment.

Non - meublé : an empty apartment, including the kitchen which may just consist of a sink and fittings for kitchen equipment if it is not "équipée"

Le bail / contrat : this is the contractual document that the tenant and landlord sign before moving into the accommodation. It states the rights and reciprocal

obligations of both the tenant and the landlord. The tenant should keep this in a safe place for the whole duration of their tenancy

Caution ou Dépôt de garantie : This payment is made before moving into the property. The amount is stated on the *bail / contrat*. It is given back when the tenant leaves, the amount may be reduced if repairs are due when the *état des lieux* is carried out.

Les charges mensuels: These cover the cost of maintenance, cleaning, even "*chauffage collectif*" in your building.

Un état des lieux : is the inventory made by both the tenant and the landlord (or his/her representant) when you move in and when you move out. There should be two copies, one for the tenant, the other for the landlord (or his/her representant), which should be kept in a safe place for the whole duration of their tenancy.

les frais d'agence / honoraires : The agency fees which the Estate agent charges for using their service.

What is the CAF ?

As a student or language assistant you may be entitled to claim housing benefit from the CAF (*Caisse d'Allocations Familiales*). For more information visit the following centre or alternatively download the form from the website.

67 bd Vivier Merle 69003 Lyon tél : 04.72.68.01.63 www.caf.fr

You will eventually have to either send the form or go there in person with the documents below.

You must bring the following documents (originals et copies) to the CAF:

- your passport + photocopy
- your *carte de séjour* (if you're non-EU),
- your *contrat / bail* + photocopy
- your *attestation de loyer* + photocopy
- a *RIB*,
- your *bulletin de salaire* + photocopy

Apply as soon as you can, and any missed payments since your arrival in your accommodation will be reimbursed in your first payment.

Public transport in Lyon

You can buy:

- either a single « *aller-simple* » which is valid for an hour for the journey, regardless of whether you change lines. You can pay in cash for a ticket on buses or you can pay in cash or by « *carte bleue* » for a ticket from ticket machines in the *métro* stations for 1€50.*
- or a "*carnet*" of 10 tickets (11€50, normal price, 9€90 for students). These are also valid for an hour for the journey, regardless of whether you change lines.
- or a Técély TCL (*Transport de la commune de Lyon*) card, which is valid from the 1st to the end of the month. You can use the card as often as you like and on all modes of transport: bus, tram, métro and funicular.*

*There are other types of tickets and cards you may buy. The costs vary so for more information visit a TCL shop, with the following documents: your passport, a photocopy, your ISIC student card (if you have one) and a passport photo.

Be careful! You should always buy a ticket and validate it in order to avoid paying a very expensive fine.

Vélo'v Bicycle hire:

An alternative transport option has recently been launched in conjunction with TCL. The city of Lyon has recently installed bicycles which can be hired from stations all over the city. It is very simple to hire a bicycle, you will need a « *carte bleue* » (a French bank card) to obtain a « *courte durée* » card which lasts for 7 days. You can hire a bicycle from any station and return it to any station when you have finished your journey. It is a very practical for making small trips in the city centre. In addition it's good for both you and the environment.

For further information please visit : <http://lyonvelo.free.fr/>

Here are some taxi telephone numbers. Allo taxi: 04.78.28.23.23 ou Taxi radio: 04.72.10.86.86

Daily life

The "*office de tourisme*" has lots of information on things to see and do in and around Lyon. It's situated in place Bellecour. For more information visit : www.en.lyon-france.com

The best way to get to know is by just walking around the city exploring what it has to offer.

Capitalise. Make the most of every opportunity you have on practising your French and discovering French culture. There are many local specialities to discover too!

Get involved. A great way to meet and get to know French people is to get involved with cultural, recreational or sports activities. There are Christian societies such as GBU and Agapé is a great way of making friends.

Offering to help French students with their English is also a great way of making friends. You can put up notices in universities or in the CRIJ.

However don't worry if you feel like you want to be with English friends, this can make you feel more relaxed at times.

Here is a calendar of all the main events which take place in and around Lyon:

November : *Le petit paumé*, a new free guide is distributed in november. See: www.lepetitpaume.com for the current edition

November : *Le Beaujolais nouveau*. 3rd Thursday of November – make the most of the free samples of this lovely wine.

8th December: “*Fête des lumières*” in Lyon – the biggest and brightest event of the year!

December : *Le Marché de Noël* at Perrache – it is very enjoyable, full of present and food and drink to taste!

The last 2 weeks of March : *La Foire de Lyon* at Saint Priest– for more information visit: www.foiredelyon.com

Le petit bulletin: this free newspaper contains all the information you'll need on entertainment and events taking place in Lyon. It comes out every Wednesday and can be found all over Lyon.

Cultural differences

Here is some advice from former students and language assistants who have lived in Lyon:

- *"La rentrée"* at university and in schools is often a busy and disorganised period of the year. Do not worry or get stressed, just do what you can.
- Be persistent. Do not be put off the *Lyonnais* coldness or if someone answers you in English. If you want to speak in English you can.
- Always say *"Bonjour Madame/Monsieur"*, *"Bonsoir Madame/Monsieur"* and *"Au revoir"* when you are in a shop.
- Student life is very different in France. They do not have student unions / guilds.
- Do not get really dressed up if you are going to a bar or a night club. The French are very relaxed about going out. You will fit in with jeans and a jumper.
- It gets very cold in Lyon, often below zero in winter, so bring plenty of warm clothes!
- Prayer comes in handy for difficult situations, as God has an amazing way of helping you.

In case of emergency...

There are 2 hospitals in the city of Lyon:

Hôpital Edouard Harriot
5, Place Arsonval
69003 Lyon
Telephone number: 04.72.11.73.11

Hôpital de l'Hôtel Dieu
1, Place Hôpital
69002 Lyon
Telephone number: 04.72.41.30.00

If you have any other problems, it may be useful to contact your consulate:

- Consulate of the United States
1 quai Jules Courmont
69002 Lyon 04 78 38 36 88
- Canadian Consulate
21 rue Bourgelat – 69002 Lyon
Tel. 33(0)4 72 77 64 07

Please note: There is no longer a British consulate in Lyon.

How to travel in France

By train

Carte 12–25 : It is a good idea to get a «*carte 12–25*» : If you plan on travelling in or around France with the «*carte 12–25*», you can make the most of discounts of either 50% (*en période bleue*) or 25% (*en période blanche*), on trains (including the Eurostar), flights (like *Air France*) and hotels. It is recommended you buy your tickets well in advance (between 15 days – 4 weeks). It costs 49€ for a year's subscription. For further information consult the following website: www.sncf.fr

La Carte Rhône–Alpes Coup de Cœur : If you are older than 25, then the Carte Rhône–Alpes Coup de Cœur is for you. It costs 40€ to subscribe for the year. Every time you travel on TER (*Trains Express Régionaux*) you will benefit from a reduction of less than 25% during the week and less than 50% during the weekend. During the weekend you can also bring maximum three people with you who will also benefit from the reduction. It is very practical for visiting the *Rhône–Alpes* region.

The last minute offers are posted in the SNCF website every Tuesday. The offers are only available on the internet and you must pay by bank card. The tickets are neither reimbursable nor exchangeable.

By coach

Eurolines: Coach is the cheapest mode of transport for international travel. In Lyon, the Eurolines office is situated in *Perrache* train station, on the ground floor. In addition to travel, Eurolines offer the possibility of finding youth hostels or cheap hotels. It is important to reserve your ticket well in advance. For further information consult the following website: www.eurolines.com

By plane

Easyjet : Lyon – London Stansted

You can buy cheap flights from Lyon to London, and vice versa online. Be careful there is a luggage limit of 20 kg with Easyjet. There is a *navette aéroport* (it is like a coach) which goes from *Saint Exupéry* airport to the city centre (it stops at: *Mermoz-Pinel, Grange Blanche, Jean Macé, la Part-Dieu* and *Perrache*). It costs 8€40 *aller-simple* and 14€90 *aller-retour* for adults and for students it costs 6€20 *aller-simple* and 12€40 *aller-retour*. For further information consult the following website: www.easyjet.com

Ryanair: Saint Etienne – London Stansted

This is the cheapest airline. The airline provides a coach which goes to and from Lyon, *la Part Dieu*. Do not forget to take into account that the luggage limit with Ryanair is 15 kg.

Warning: This connection is said to be closing during 2006.

Work in Lyon

Part time work: the "*académie de Lyon*" recruits language assistants for either 6 / 12 hours per week. For more information contact :

« *Académie de Lyon Rectorat* » 92, rue Marseille, 69007 Lyon 04.72.76.59.30

RAC temporary summer work is available for native English speakers with a customer service focus. For more information telephone Halima Aoujdad on 04.72.43.69.46 or email: recruitment_plateau@racfrance.fr

AA, part of ACTA, at Limonest also offer temporary summer work for native English speakers with a customer service focus. Contact by telephone: + 33 (0)4 72 17 12 92 or by email: callcenter@acta-assistance.com

Before you leave France:

You must inform:

- your bank. You need to close your bank account, after you have received your last payslip (if you have a job) and ensure that the bills have been paid. It is possible that your bank may charge you for closing your account. You can ask your bank to transfer your money from your account in France to your bank account back home. Should you decide to keep your bank account open in France, do not forget to leave enough money in it and inform your bank that you would like to keep it open so that it is not closed!
- la CAF and make necessary arrangements for outstanding reimbursements.
- your Estate agent / landlord to cancel your contract. You should send a **recorded delivery letter** (*lettre recommandée*) in the post **three months before your departure date**. If not, you will risk losing your deposit (*caution / dépôt de garantie*) ! You must also carry out the **inventory** (*l'état des lieux*) of your apartment before you leave.
- your telephone company, for example *France Télécom*, at least one month in advance to cancel your subscription.
- the electricity company, *EDF-GDF*, at least one month in advance to cancel your subscription.
- Your medical insurance at least one month in advance to cancel your subscription.
- Accommodation and civil insurance at least one month in advance to cancel your subscription.

Here are some useful websites:

Lyon Anglican Church

<http://www.lyonchurch.org/>

Ministère des Affaires Etrangères for information on all things practical:

www.france.diplomatie.fr

CIEP (*Centre Internationale d'Etudes Pédagogique*) see the general guide for language assistants in France which is available on line. The carnet de route gives you information on what you have to do before you come to France.

<http://www.ciep.fr/guidassistant/adm.htm>

DARIC: The Academy de Lyon offers a guide to being an assistant in Lyon:

<http://www.ac-lyon.fr/daric/assist.html#ass01>

L'office du tourisme

www.lyon-france.com

TCL – Public transport in Lyon

www.tcl.fr

Trains:

www.sncf.fr

Coachs:

www.eurolines.com

Flights:

www.easyjet.com

www.ryanair.com

For travelling:

www.bugeurope.com (Backpacker's Guide to Europe)

For skiing:

www.ski-m.com

www.skimania.fr

American Institute:

<http://www.actfl.org>

British Institute:

www.britishcouncil.org

For the language assistants:

www.britishcouncil.org/languageassistant gives ideas for lesson plans

For the students:

www.lyon-campus.org has lots of information on university life in Lyon

Guide written and produced by:

Patricia Livings

with the contribution of former students and language assistants who lived in Lyon.