

## REGISTRATION PROCESS TO THE GENERAL FRENCH SOCIAL SECURITY SYSTEM

To benefit from the reimbursement of medical expenses during your university year, you must be affiliated to the French social security system.

If you were born in France, or had in the past already been affiliated to the French social security, you need to contact the CPAM by phone at 3646 or go directly in a CPAM agency near your residence in order to obtain information on how to recover your social security number and create an account on ameli.fr.

All new registration will have to be done online on a dedicated trilingual French, English and Spanish website:

<https://etudiant-etranger.ameli.fr>

**Step 1:** Create your account on the website ([see infographic below](#))

- An address in France is mandatory
- Upload the required documentary evidence:
  - Long copy of your birth certificate / standard birth certificate with your parent's information
  - Certified translation of your birth certificate
  - Passport
  - Visa and Residency Permit/OFII sticker
  - Certificate of enrolment in education (available on your Sciences Po area)
  - IBAN (On a French bank account)

**Step 2:** Download your temporary certificate with your provisional social security number

- This certificate is required to finalise your Sciences Po administrative registration. Upload it on your Sciences Po student area.

**Step 3:** You will receive your final certificate of membership in the French social security system with your final social security number.

- You will be able to create an account on [www.ameli.fr](http://www.ameli.fr) and order your health insurance card « Carte Vitale ».

**For more information, please consult the [social security website](#).**

### REIMBURSEMENT OF MEDICAL COSTS

The social security system reimburses, in general, **70%** of doctor's bills and **30% or 65%** of medicine costs. In addition to the obligatory system, complementary or top-up insurance (*mutuelles*) complete the cover up to full insurance.

Registration with a top-up insurance is optional. It ensures a better rate of reimbursement of your health care costs and will top up the share of the costs that the social security covers and even covers some costs that the social security does not cover.

You can only sign up for a French top-up insurance scheme if you are registered with the French social security system.



To register for health insurance coverage in France...

Enter your information and upload your documentary evidence using our dedicated website!

First, register on our dedicated website: [etudiant-etranger.ameli.fr](http://etudiant-etranger.ameli.fr)

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Enter the **required** information:

- ✓ Last name
- ✓ First and middle name(s)
- ✓ Date of birth
- ✓ Country of birth
- ✓ Email address
- ✓ Mailing address in France
- ✓ Phone number

Create your personal area

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Upload the **required** documentary evidence:

- ✓ Passport/ national ID card
- ✓ Residency permit ("titre de séjour")
- ✓ Long copy of your birth certificate/standard birth certificate showing your parents' information/ any document issued by your consulate
- ✓ Certificate of enrollment in education for the current year
- ✓ Certificate of parental authorization (if under age 16)
- ✓ IBAN (if available)
- ✓ Additional documents as determined by your country of origin



Download your **temporary** certificate of membership in the French social security system



Upload any **missing** or rejected documents to your personal area



Upload your **final** certificate of membership in the French social security system

Once your membership has been finalized, you can take additional steps to have your medical expenses reimbursed as quickly and easily as possible

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Open a personal **ameli** account on [ameli.fr](http://ameli.fr) or using the application



Apply for a "carte Vitale" health insurance card by submitting the required documents (a recent passport photo and an ID card)



Declare a referent doctor ("médecin traitant") during an appointment with a doctor in France