

Accommodation form application **(reserved for the International students admitted to the UTT by the International Relations)**

To read and fill in carefully- Please, keep a copy for your own records

Partner real estate agencies keep a part of their accommodations for UTT students (see description below): The International Department is in charge of the allocation of these accommodations.

There are a limited number of vacancies and demands for housing are very numerous.

When entrusting the UTT with the booking of their accommodation in Troyes, students commit themselves to accepting the allocated accommodation and to respect this choice.

Please note that low-cost temporary accommodation may be necessary for some days before entering the final accommodation (average price per night, around 20 euros).

The International Department will do its best to assign accommodation that respects your choices.

Worth Knowing: for the underage students, the legal tutor will have to sign all administrative documents concerning accommodation.

CONDITIONS

If my stay is for between 1 month and 1 semester:

I undertake to occupy the assigned accommodation **for all the duration of my stay** (I can't leave my accommodation during my stay).

If my stay is for more than 1 semester:

I undertake to occupy the assigned accommodation for **at least one semester and for a maximum of one year**. I will then have to find another accommodation by myself to free my place for new students.

During all my stay:

I undertake to keep the accommodation clean and in good condition; controls will be regularly conducted by a member of the International Department. If the housing is found degraded or unsafe, I will have to remedy it immediately, otherwise the International Department will inform my home university about it.

When I leave the accommodation:

I undertake to notify the International Department **AND** the real estate agency respecting the following notice periods:

One month's notice when I'm at the end of my studies and about to return to my home country or to begin my internship. **3 months' notice** in any other case (i.e. I stay in France but want to move out).

I undertake to make sure the accommodation is totally **clean and empty on the day the inventory of fixtures is done**. **Otherwise**, I won't get back my deposit or only part of it. Moreover, I might be charged for cleaning (the amount may reach hundreds of euros).

General clauses:

I undertake: - **not** to exchange housing with a friend, neither during my stay nor when I leave the accommodation. The International Department is in charge of accommodation allocation.

- **not to sublet the housing to another person** (prohibited in France).

- **not to accommodate other people**, only the people whose names appear on the lease have the right to occupy the unit durably. If the International Department staff notice such facts, they will warn the real estate agency about it.

- **to assume all the financial charges bound to my accommodation.**

- **to leave the accommodation at the earliest on December 31st and at the latest on January 31st (Fall semester).**

- **to leave the accommodation at the earliest on June 30th and at the latest on July 15th (Spring semester).**

COMPULSORY: HOME INSURANCE

IT IS COMPULSORY TO HAVE HOME INSURANCE FOR ANY ACCOMMODATION RIGHT FROM RECEIVING THE KEYS TO IT. HOME INSURANCE MUST BE ISSUED BY COMPANIES BASED ON THE FRENCH TERRITORY. YOU MUST PROVIDE YOUR OWNER WITH PROOF OF HOME INSURANCE.

It is necessary to know which accommodation you have been allocated to take out home insurance (accommodation type, and accommodation address).

(Please note: You must notify any change of accommodation to your insurance company).

HOME INSURANCE REMAINS UNDER YOUR SOLE RESPONSIBILITY EVEN WHEN THE INTERNATIONAL DEPARTMENT PROVIDES ASSISTANCE TO BOOK THE ACCOMMODATION.

- If you ask the International Department to book accommodation for you, you will receive an e-mail around two weeks before the official arrival week (see the academic calendar) with the address of the accommodation and contact information of insurance companies to establish a contract with you before your arrival.

Note: allocations are subject to change even after that first e-mail, due to circumstances beyond our control.

- If you look for accommodation on your own, we can provide you the contact information of insurance companies on request.

In case of non-compliance with the conditions expressed in this document, you will be asked to leave the accommodation.

Accommodation possibilities for incoming student (reserved for exchange students only)

		CROUS LOMBARDS	RESIDENCE « LA CLEF D'UT » (Aube Immobilier)	RESIDENCE LA GRANDE COURTINE, (Troyes Habitat)	RESIDENCE ANATOLE France (Troyes Habitat)
Location		On campus	On campus	Downtown	Between UTT and the city center
Furnished		Yes	Yes	Yes	Yes
Flat to share/ single		Both options available, (limited number of places)	Both options available, (limited number of places)	Single	Single
Bedroom		Private in flats to share	Private in flats to share	Single room only	Single room only
Bathroom		Private shower and toilets for both options	Private shower and toilets in single flats, private or to share with two co-tenants in flats to share	Private shower and toilets	Private shower and toilets
Kitchen		Private kitchenette only in single flats, to share with three co-tenants elsewhere	Private kitchenette only in single flats, to share with two co-tenants elsewhere	Private kitchenette	Private kitchenette
Internet		Yes, free and unlimited	Yes, free and unlimited	Fee service: approximately 20 Euros per month	Fee service: approximately 20 Euros per month
Monthly rent per person, (amounts are given as an indication only, please inquire at the residence for further details)		244 to 350 Euros	Between 300 and 450 Euros	Between 300 and 450 euros Service charges subject to extra-billing, (Please inquire at the residence for more details)	Between 300 and 550 euros Service charges subject to extra-billing, (Please inquire at the residence for more details)
Beware: there is a local housing tax to pay at the end of the civil year, enquire at the French tax office for further details. Beware: every accommodation needs to be covered by an adequate home insurance. It is your responsibility to make sure that you have adequate insurance coverage and to provide your accommodation's owner with proof of it.					
Electricity		Included	Included	Fixed amount charged every month as a service charge. (Subject to extra-billing if extra-consumption, please inquire at the residence for more details)	Fixed amount charged every month as a service charge. (Subject to extra-billing if extra-consumption, please inquire at the residence for more details)