

RENEWAL OF A RESEARCHER TEMPORARY RESIDENT'S CARD

Termination of researcher contract/Pôle Emploi

All documents in foreign languages must be officially translated into French
by a sworn translator from the French court

*This request only concerns researchers with an employment contract and a 'researcher' resident's card
You have to submit **AFTER** the expiration date of your residence permit (when your contract is finished,
when you get your certificate of employment).*

- Valid passport** (pages: identity, dates of validity, VISA, entry stamps)
- Last resident's card OR long stay visa + vignette OFII OR confirmation of validation of the long stay visa valid as a residence permit**
- E-photo** (with full front view of the face, a neutral expression, mouth closed, bare head, bare face and neck. They must have a plain, light-coloured background)

Evidence of address (no handwritten document) dated within the last 6 months:

- Home insurance or residence tax or tax statement; or EDF/GDF bill; or CROUS residence certificate; or rent receipt (from an Agency only); or rental contract
- If lodging in private accommodation:
 - Signed/dated statement from the host (form available online)
 - Evidence of address of the host (student residences not allowed) dated within the last 6 months
 - Identity card or French passport; or resident's card with the same address as on the evidence of address
- If lodging at the hotel:
 - Signed/dated statement from the host
 - Bill of the last month

- Copy of the most recent hosting agreement** ('convention d'accueil')
- Copy of the most recent employment contract (corresponding to the hosting agreement)
- Certificate of employment and signed statement by employer intended for job centre (Pôle Emploi)
An "Attestation de prolongation d'instructions" will be issued when the application for renewal online is submitted.

→ **To be supplied in addition to the application, after the appointment at the Pôle Emploi:**

- 'Attestation d'ouverture de droits Pôle Emploi' (A.R.E)