

Université de Paris  
FOYER INTERNATIONAL des ETUDIANTES –  
GRACE WHITNEY HOFF  
Association loi 1901  
93, Boulevard Saint-Michel  
75005 Paris Tel. 01 43 54 49 63

Bienvenue to the Foyer International des Etudiantes  
Our mission is to welcome and gather students from all nationalities.

## RULES & SERVICES

### I. ADMISSIONS

The admission as a resident is available from October 1st through May 31<sup>st</sup>. If you need to stay at the foyer before or after these dates you need to make a reservation and there will be an uprate due to breakfast service.

#### ART.I.1 REGISTRATION FEES AND DEPOSIT

Payment must be done at the same time as the admission or the re-admission.

If your inscription at the University fails, your deposit can be refunded with a valid proof, all others cancellation reasons are not considered as refundable.

Registration fees are not reimbursed.

#### ART.I.2 ACCOMMODATION FEES

Monthly rate applies from the 1st to the 30st or 31st of the month. For people arriving between these dates the foyer applies the rate per night or the monthly rate if it is more interesting.

#### ART.I.3 PAYMENTS

Residents must pay their accommodation fees each month between the 1st and the 10th. If you leave for the week end or the vacancies, the whole month is due.

You can pay at the office or at the reception desk; the foyer accepts Credit cards, cash or wire transfers:

Name of account : Foyer International des Etudiantes

N° IBAN : FR76 3000 4007 4100 0270 2635 628

BIC: BNPAFRPPAA

*Please note that bank expenses are to be covered by the student.*

#### ART.I.4 NOTICE AND DEPOSIT REFUND

**YOU NEED TO GIVE US ONE MONTH NOTICE TO HAVE YOUR DEPOSIT REFUND, AND OF COURSE ALL DAMAGE IN THE ROOM IS ENTIRELY DUE.**

#### ART.I.5 RENEWAL

Residents can apply for a second year at the foyer, a third year is exceptional.

The renewal is re-examined by the commission. It depends on the past year behavior:

Respect for the other residents, the staff and the cleanliness of the room.

Renewal forms will be dealt in April, the answers will be sent in May.



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These rules are intended to preserve a harmonious life.  
**Failure to comply with these rules may result in your expulsion from the foyer.**

## II. RULES

### ART. 1 OPENING HOURS ET ACCESS

From June 1<sup>st</sup> through September 30<sup>th</sup>, the Foyer remains open all night every night. From October 1<sup>st</sup> to May 31<sup>st</sup> the Foyer closes at 1h30 and opens at 6 AM on weekdays, and remains open on Friday and Saturday nights. No access (entry or exit) is possible during closing hours.

On arrival day, residents can check in from 2 PM. On departure day, rooms must be vacated before 10 AM on Saturdays and Sundays, and before noon on all other days.

### ART. 2 KEYS

The room key is personal and you must keep it with you during your whole stay. Lost keys will be billed at 30€. It is strictly forbidden to give your key to anyone, including family and friends.

### ART. 3 GUESTS

A limited number of guests is allowed in the rooms from 9 AM until 11 PM. All guests must ask for you at the front desk.

They are not allowed to stay in your room or in any other common areas of the Foyer (library, solarium, terrace) in your absence and they must leave the building no later than 11 PM. Overnight guests are not allowed in your room; they are assigned a room at the reception desk, and they are expected to pay for any night spent at the Foyer at the "passenger" rate. You will be held responsible for any noise or damage caused by your guests.

### ART. 4 TEMPORARY ABSENCES

If you plan to be away for one or more nights, fill out a "fiche de sortie" at the reception desk before leaving.

### ART. 5 NOISES

Residents must observe strict quiet hours from 10PM to 8AM and shut off cell phones during these hours. If you are being disturbed by noise, contact the person at the reception desk. Violations of quiet hours will be dealt with severity. Everyone should be able to study and rest in good conditions.

### ART. 6 HYGIENE AND CLEANING

You are expected to make your bed, keep your room tidy and keep your food in hermetically sealed containers. It is not allowed to wash and dry clothes in the room; cooking in the room is not allowed either. It is forbidden to hang items on the walls, except on the boards. Pets are not allowed in the rooms. The hostel team is allowed to enter the rooms and to do all necessary maintenance.

### ART. 7 DAMAGE

All damage will be billed.

### ART. 8 SECURITY AND ALARM

Do not sit, do not put anything on the windowsill, do not throw any object by the window.

Open flames (including candles and incense), combustible decorations and chemicals, are prohibited in the residents' rooms. Electrical heating/cooking appliances such as coffee makers, hot pots, hot plates, toasters, toaster ovens, immersible heating coils, are not permitted. Electrical heating appliances are also prohibited.

In case of fire, the alarm is sounded and residents must immediately and calmly evacuate the building, without using the elevator.

### ART. 9 ALCOHOL OR DRUG ABUSE

Any resident who drinks excessively and is in a state of intoxication or who is in possession of illegal substances will be expelled from the Foyer immediately.

### ART. 10 SMOKING

Smoking is forbidden in all the common areas, and is tolerated only in individual rooms.



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### III. SERVICES

#### INTERNET

**Wi-Fi:** Free Wi-Fi access in all areas of the building, including the rooms.

*You must respect the French laws concerning the use of the Internet. Illegal downloads and actions of a racist, pornographic, or criminal nature may result in police investigation and can lead to your immediate expulsion from the foyer. The Foyer cannot be held responsible for any damages caused by computer viruses, nor for any fines or legal actions incurred due to illegal usage of the internet.*

#### SHARED AREAS

**LIBRARY:** 5th floor. Open 24/24 for residents of the Foyer.

**TERRASSE AND « SOLARIUM »:** 7th floor. Open from 9AM to 10:30 PM.

**MEETING ROOM: SALLE 3 (CAFETERIA FOR BREAKFAST** from June 1<sup>st</sup> through to October 1<sup>st</sup>): ground floor, open from 6 PM to Midnight

**CHAT ROOMS FOR SKYPE USERS :** entresol

**TV ROOM:** entresol.

**KITCHENS:** floors 1 to 5. Hot plates, microwave and toaster ovens.

**SHOWERS:** floors 1 to 5.

**WASHER AND DRYER:** in the basement. Tokens sold at the reception desk.

**DUSTBIN LOCATION:** ground floor.

#### ROOMS

**REFRIGERATORS:** one in each bedroom.

**MAINTENANCE** (light bulb, clogged sink, etc.): report any problems to the reception.

**SHEETS AND TOWELS:** *not provided*

**HOUSEKEEPING:** monthly

#### RECEPTION

#### HAIR DRYER

#### IRONS

#### SHOPPING CART

#### VACUUM CLEANER

**CLOSET:** to rent extra closets ask the reception desk.

**LUGGAGE STORAGE:** drop off and pick-up Monday through Friday, from 9 AM to 12 AM ; ask at the reception desk.

#### TEMPORARY GUESTS ACCOMODATION

Visitors must pay the price of the night at the "passenger" rate. From October through May, the Foyer houses women only.

**BON SÉJOUR !/HAVE A NICE STAY !**



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(LASTNAME) \_\_\_\_\_ (Firstname) \_\_\_\_\_

I, the undersigned, certify that I have read the rules of the Foyer and I commit to comply with them: which means that I have actually read them. Ignorance will in no case be a valid excuse. I take note that any violation of the rules may result in my immediate expulsion.

Paris, on

Date \_\_\_\_\_

Signature \_\_\_\_\_

