

Do I need to complete the Campus France procedure?

If your program of study lasts more than 90 days and you are applying for a long stay student visa, you must complete the Campus France procedure before your visa appointment.

What does the Campus France application process entail for students already accepted to a program?

In order to receive the Campus France confirmation message necessary for your visa appointment you must follow the user guides for students already accepted to a program at the following link:<http://www.usa.campusfrance.org/en/page/students-already-accepted-a-program-or-institution-france>

When should I begin the Campus France process as a student already accepted to a program?

We recommend that you begin the application process about 3 months prior to your anticipated departure. Once you have completed the Pastel online form and mailed in your documents, it takes Campus France 2 to 3 weeks to process your file. You should allow about 2 weeks for the Consulate to issue your visa. Please keep in mind visa appointments book up very quickly during the summer and winter season.

What qualifies as an acceptance letter for students already accepted to a program?

A copy of the student's **official acceptance letter or acknowledgment of enrollment**, addressed to the student and mentioning his or her full name, printed on institutional letterhead and specifying the exact dates (day, month, year) of the academic program and including full contact information for the individual issuing the offer or acknowledgment, as well as the full address of the educational institution. Said address may serve as the student's temporary address in France. Three cases are possible:

- (a) Students taking part in an exchange program between an American and a French institution. In this case, the acceptance or enrollment letter may be issued from either institution provided the formal exchange agreement is identified and the information specified above is provided.
- b) Students enrolling directly in a French institution as an independent student. In this case, the acceptance or enrollment letter must be from the admitting institution and include all of the information specified above.
- c) Students enrolling in an American program in France (operated by an American institution with a branch in France). In this case, the acceptance or enrollment letter must come from the American institution and include all of the information specified above.

What do I need to mail to Campus France when I have already been accepted to a program?

As a student already accepted to a program, you should mail in a copy of your acceptance letter to your program in France and a \$100 money order made out to "MCUFEU", along with a photocopy of the money order. You must write your Campus France identification number (US xxxxxx) on the money order.

What is Campus France USA?

Campus France USA assists students in the United States (American citizens and foreigners studying and/or living in the United States) who wish to pursue academic projects at an institution of higher education in France for over a 3-month period. The Campus France online application process is the first – **and mandatory**– step in applying to study in France for all students, whether they are participating in a "study abroad" or an "exchange" program, or are "independent students" who chose to study in France on their own.

Do I need to register with Campus France USA?

All American students and foreign students living in the United States (including those under the age of 18) who wish to study at a higher education institution in France for over three months must follow the appropriate Campus France application procedure before applying for a long stay student visa at their assigned consulate.

The Campus France online application is independent from, but a complement to the long-stay student visa application. Although students who will study in France for fewer than three months do not have to register with CampusFrance, it is our mission to assist all prospective students in determining where and what to study, and to help with their planning process.

What is a Campus France ID number/ US number?

When you create a Pastel account on the Campus France USA website, you are assigned a six digit identification number that begins with US. This will remain your number for all future applications. Please have this number on hand when you contact Campus France by phone, fax or email. The number should be written on your money order when you mail it to Campus France.

What is an independent student?

An independent student is an individual who has already been accepted to a program in France outside of a university exchange program.

What is the DAP and hors-DAP procedure?

This is the procedure for students wishing to apply to a full undergraduate or graduate degree program at a French higher education institution. Information about the application can be found [here](#).

How can I contact Campus France?

If you have created a Pastel account please use the Pastel messaging system. If you have not yet created a Pastel account or need to retrieve your password, please use the [contact form](#) on our website.

Does Campus France send emails to my personal email address?

No, Campus France sends message updates to your Pastel account. This is where you will receive correspondence from us regarding your file. To view those messages, log into your Pastel account, click on the “list of received messages” on the left hand side of the page.

Where can I create a Pastel account? To create a Pastel account, please go to our home webpage at www.usa.campusfrance.org and click on “Register for PASTEL” in the blue rectangular box on the right hand side of the screen.

Why can I no longer log in to my Pastel account?

If you are sure you have the correct login email and password you need to verify that you are on www.usa.campusfrance.org (not www.campusfrance.org) and then click on Pastel login (not MonCampusFrance). If you are still unable to log in to your Pastel account, please use the [contact form](#) on our website and the Campus France team will inform you of your original username and password.

[Am I allowed to create a second account through the Pastel system?](#)

No, please do not make a second account. If you have any information that you want to change in your account after its completion please use the [contact form](#) on our website and we will be happy to help.

[I am a returning student/ I have created an account previously with Campus France. How can I submit a new form?](#)

You must use the same Pastel account you originally created. If your account is more than a year old, or you no longer remember your login information please use the [contact form](#) on our website for help in reopening your online form

[I have changed my email address since creating a Pastel account. How can I update this information?](#)

The email you used to create a Pastel account cannot be changed since it is linked to your log in information. This is not a problem because all correspondence with Campus France takes place within the Pastel messaging system.

[Why does it say my payment was validated but the “reception of hard copy” box is still red?](#)

Your file is processed in two steps. Within about two weeks of receiving your documents, your payment will be processed by the accounting department. The rest of your file is then “received” and reviewed by the Campus France office.

[Why can't I validate the education section?](#)

In order to validate the education section, every activity you entered must have an uploaded document as proof. Students already accepted to a program should create one activity for their most recent diploma (e.g. High School diploma or Bachelor's degree) and upload a copy of their acceptance letter to the program in France. This document must be in jpeg format and under 300 kb.

[Why can't I upload a photo?](#)

The picture must be in jpeg format and less than 50kb otherwise it will not let you upload successfully. This should be a passport type photo. The photo must be in color. There must be a front view of your full face and shoulders. The background should be a light solid color with no people or personal items in view.

[Why can't I find my university/program in my procedures?](#)

If you have already been accepted to a program in France (“exchange”/ “study abroad” or “independent” students) you should not fill out the “my procedures” section. If you are applying to degree programs in France (License or Master's degree candidates) please contact your assigned Campus France representative for help finding your programs.

[Why is the “application” box still red and read “to be completed”?](#)

The “application” box will remain red until your academic program in France is complete.

[Where do I send my necessary materials?](#)

The documents should be mailed to:
Campus France USA
4101 Reservoir Rd NW
Washington, D.C. 20007

[How much is the Campus France fee?](#)

Since October 2012 there is a standard fee of \$100 for all students.

Can I pay by check, credit card, cash or electronic transfer?

No, Campus France USA only accepts money orders made out to “MCUFEU” at this time. Any alteration to the money order (e.g. Whiteout) will render it unacceptable.

How do I pay my Campus France fee?

After you have completed the online PASTEL form, you must send a money order (or cashier’s check) for \$100, payable to “MCUFEU”; along with a photocopy of the money order. Be sure to include your Campus France ID number (US xxxxxx) on the money order.

Am I exempt from payment?

Students receiving Erasmus-Mundus, Eiffel, Chateaubriand, or Fulbright Scholarships are exempt from payment and must provide the supporting documentation along with their acceptance letter. Returning students who are participating in a 2nd consecutive semester or year **of the same program** in France may be exempt from payment. You must be able to provide Campus France with proof of your first year of study.

Who can I contact about visa questions?

CAMPUS FRANCE IS NOT AUTHORIZED TO HANDLE VISAS OR ISSUE CONSULAR INFORMATION. Please contact your assigned consulate for any information regarding the visa process.

Can I change my assigned consulate?

You are assigned to a consulate based on the address you provided in the personal information section. This can be either your home address or school address. You may visit a consulate in either jurisdiction as long as you can provide sufficient proof. For questions about proof of residency, please contact the consulate. Click [here](#) to determine where you must make your visa appointment.

When can I make my visa appointment at the Consulate?

You book your appointment on the Consulate’s website; no earlier than 90 days and no later than 2 weeks prior to the start of your program (Take into consideration that during peak activity in the Consulates, especially in the summer, available slots fill up quickly).

Can my spouse/ family come with me?

Family members can apply for a visa directly at the Consulate. There is one appointment per visa request, and they must apply in person.

What should I bring to the visa appointment

You must bring the Campus France proof of payment and the confirmation message that are sent to your Pastel inbox. A complete list of required documents is listed on each Consulate’s website.

What should I do if there are no visa appointments available prior to my departure?

Campus France cannot make appointments for students. We recommend that you check the Consulate’s website daily for last minute cancellations.