In order to be hosted as a scientist visitor at « Université Paris Cité », the researcher should register online on the Moveon website: (please note PhD also can register on this website) : [https://univparis.moveonfr.com/form/60efe6de64e5ef20cd4797e9/eng](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Funivparis.moveonfr.com%2Fform%2F60efe6de64e5ef20cd4797e9%2Feng&data=04%7C01%7Cbella.afinogenova%40qs-unisolution.com%7C38315d3dc070494bdee108d97c392ffd%7Cd56d5e7904bb4ec5a4287d1ea60a0ab2%7C0%7C0%7C637677407336448661%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=%2F3mJms03YX9wGb44Xo77o0dt%2FO1A1OXWHW4ymPRjnG0%3D&reserved=0)

Besides the field duly filled, you have to send to International Relations Office (SRI) by e-mail (to: anna.martins@u-paris.fr) , the following documents at least two months before arrival (but the sooner, the merrier) :

**□ application** form “MoveOn” of visiting researcher on the web site of Université Paris Cité, print it and sign it,

□ a C.V

□ **a copy of your passport**

□ **proof of health insurance (European card)**

□ **proof of repatriation insurance**

□ proof of civil liability insurance

□ **an invitation letter from the director of your host laboratory at Université Paris Cité** (stating the dates of the mobility and the title of the research project). The letter in English must have an exemplary in French.

□ **a financial support letter** (the funding agency should certify that researcher have enough money to take care of himself/herself during his/her stay. The letter can mention the amount of a grant or the salary continuance)

□ **the attached scientific agreement duly filled in and signed by your visitor, his/her home institution and you**. The blanks in the text should be adapted to your visitor case and must be fill in. This agreement has to be set up in 3 original exemplars. The first exemplar should be sent by email before, and the original documents upon the arrival in Paris.

□ **the attached “certificate” of non registration** at Université Paris Cité, as PHD student**.**

 With all these documents, the International relations Office staff of the university will be able to set «*hosting agreement*” to ask for a scientific visa at the French embassy.