

MAKING CHANGES TO YOUR RESIDENCE PERMIT

Change of address or marital status

- ❖ Application form FILLED IN ONLINE and PRINTED
- ❖ Current resident's card
- ❖ Valid passport (pages: identity, dates of validity, entry stamps)

- ❖ If an amendment request concerns marital status:
 - Civil register certificate as evidence of the change of situation (document reflecting the situation at the time of applying)

- ❖ If the amendment request concerns an address:
 - 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 (from an Agency only)

 - 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

- ❖ 4 identity photos (35 mm x 45 mm format) 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 (but NOT white) background

Duplicata (Loss/Theft) OR new passport:

- ❖ Application form FILLED IN ONLINE and PRINTED
- ❖ Declaration of theft document received when the theft was reported to the police
OR Self-declaration of loss of residence permit
- ❖ Photocopy of the lost or stolen residence permit (if you have one)

- ❖ Marital status information:
 - Valid passport (pages: identity, dates of validity, entry stamps)
 - Birth certificate showing parentage or full copy of entry in register of births;
 - if you are married and/or have children: spouse's resident's card (*carte de séjour*) (or refugee or identity card); marriage certificate or birth certificates of children showing parentage (documents reflecting the situation at the time of applying).

- ❖ 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 (From an Agency only)



- 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
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- ❖ 4 identity photos (35 mm x 45 mm format) 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 (but NOT white) background.