



UNIL | Université de Lausanne
 Relations internationales
 Welcome Centre
 Château de Dorigny
 CH-1015 Lausanne



Welcome to Lausanne!

The Welcome Centre of the University of Lausanne will be glad to assist you with the administrative procedures regarding your arrival and stay in Switzerland. Please do not hesitate to contact us if you have any questions concerning the steps listed below.

THINGS TO DO BEFORE YOUR ARRIVAL IN LAUSANNE:

Prior to departure	
Step 1	<p><i>At least 3 months before leaving your country of residence</i></p> <p>Apply for a visa/ residence permit at the Swiss embassy or consulate in your country for non-EU/EFTA nationals</p>
Step 2	<p><i>At any time before your departure</i></p> <p>Collect important originals documents translated into French, English, German or Italian) <i>(if you are staying more than 90 days):</i></p> <ul style="list-style-type: none"> - Your birth certificate - Your marriage certificate (if you are married)
Step 3	<p><i>As soon as you know your arrival date</i></p> <p>Find accommodation for you stay or a temporary solution</p>
Step 4	<p><i>Before leaving</i></p> <p>Identify childcare solutions and/or school arrangements for your children</p>
Step 5	<p><i>Before leaving</i></p> <p>Inquire about health insurance which is mandatory in Switzerland</p>

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THINGS TO DO AFTER YOUR ARRIVAL IN LAUSANNE:

Upon your arrival	
Step 1	<p><i>During the first week (if you are staying more than 90 days)</i></p> <p>Registration with the relevant authority in Lausanne or other municipality.</p> <p>You need to bring with you:</p> <ul style="list-style-type: none"> - Valid passport or ID - Birth certificate (translated into French, German, Italian or English) - Marriage certificate, if you are married (translated as mentioned above) - Invitation letter or employment contract from UNIL - Passport -sized photos in (needed for the residence permit) - Rental contract/ sublease contract - Official declaration of arrival: <p style="display: flex; justify-content: space-between;"> For EU/EFTA nationals For Non-EU citizens </p>
Step 2	<p>Take out health insurance. Health insurance is mandatory in Switzerland. You must obtain it no later than three months after you arrive. It will be effective from the date of your registration within your municipality.</p> <p>For any requests for exemption, please contact us.</p>
Step 3	<p>Take out other insurance policies (e.g. public liability insurance)</p>
Step 4	<p>Open a bank account. Do not forget to bring the following documents with you:</p> <ul style="list-style-type: none"> - Your residence certificate (delivered by the immigration office or municipality) or residence permit if you already have it - Your passport or ID - Invitation letter or employment contract from UNIL
Step 5	<p>Buy your travel card for public transport in Lausanne (check the TL website)</p>



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WELCOME TO LAUSANNE

Mobile phone

If you wish to take out a contract, contact a shop or a supplier for more information.
 Among current providers, we would point in particular to:

- [Salt Store](#) : Lausanne Métropole (shopping center), rue des Terreaux 25 in Lausanne
- [Sunrise Shop](#) : Rue St-François 8 in Lausanne
- [Swisscom Shop](#) : Lausanne Métropole (shopping center), rue des Terreaux 25 in Lausanne
- [Mobilezone Shop](#): Rue Haldimand 5, 1000 Lausanne

Transport

[Transports publics de la région lausannoise \(TL\)](#) the local public transport network is well-served, with two metro lines and many bus routes.

TL is part of the MOBILIS payment network, which operates pricing by zones. Depending on how frequently you travel, it may be better for you to purchase a single ticket, a one-day travel card or a monthly or annual season ticket.

TL shop :

**Pl. de l'Europe 5B (Flon)
 1003 Lausanne**

[Chemins de Fer Fédéraux \(SBB in English\)](#) are the main railway company in Switzerland (they operate trains, buses, and ferries).

Tickets office center:

Lausanne Train Station (Place de la Gare 5a)

The "[SBB mobile](#)" application enables you to check timetables and buy tickets.

To get the best prices, go to the [reduced price tickets](#) website. The [half-fare travelcard](#) also offers good value.

French classes

Ecole de français langue étrangère (EFLE) attached to the UNIL Faculty of Arts offers a full range of French courses for non-native speakers. Registration REQUIRED and MANDATORY!

For more detailed information, please check the [School of French as a Foreign Language website](#) or contact the secretariat, which is located in the Anthropole building.

Monday to Thursday from 10.30am to 12.30pm
 bâtiment Anthropole - bureau 2094
efle@unil.ch

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