

ÉCOLE NORMALE SUPÉRIEURE

WELCOMING THE NEW STUDENTS

Presentation of the Délégation Générale and accomodation at the ENS



Dégé·e·s 2020 : Louise Guérot, Tom
Hubrecht, Sarah Krauss, Antonin Reitz

2020-2021

What is the Délégation Générale?

The DG is a group of four students (students entered on CPGE exams, students entered on student exams or from the international selection process) who are elected each year by the other students.

The DG is responsible for the proper functioning of certain practical aspects of life at the ENS, in particular :

- the allocation of rooms in the dorms during the monthly *Turnages Partiels* and the *Turnage Général* that takes place at the end of each school year ;
- management of common areas and trunk rooms ;
- the allocation of parking spaces, lockers and notice boards ;
- authorizations for two-person accommodations ;
- communication between the administration and management, on the one hand, and the students, on the other hand, on the themes that concern them.

The DG is there to facilitate life in the community, by dealing with the personal and collective problems of the students and by supporting any initiatives taken by the students. It is independent from the COF, the ENS students' office.

The DG has a well-filled website, www.dg.ens.fr, and can be reached by e-mail at dg@ens.fr. But you'll already learn a lot by reading the following.

Petit lexique de survie

Turne : the rooms of the ENS, which are spelled *turnes* in leap years *thurnes* in other years. All the words formed on the word *turne* follow the same rule.

Turnage : the system to allocate the rooms. In

particular, **Turnage Partiel (TP)** : monthly allocation of free rooms ; **Turnage Général (TG)** : general allocation of all rooms for the following year and takes place in June.

Conscrit·e·s : first year students. In particular, **Conscritude** : first year at the ENS.

Vieux or Vieilleux : second, third or fourth year students.

Degette : the interface through which the DG manages forms, turnages and much more. Also the interface through which you can register for a turnage, request two-person accommodation, a locker, etc. Of dubious design, it is accessible via the DG website and works by identification with your Clipper. At the start of the new school year, you will need to log in for the first time to create an account on degette and fill in your details, especially if you are accommodated by the ENS, which will enable us to contact you in the event of a problem.

Clipper : server on which you will have an account that will allow you to access your ENS address (`prénom.nom@ens.psl.eu`) and to connect to the different machines of the School. Moreover, it will be necessary to **read your ENS emails regularly**, important information circulates on it! With your login and password, you will be able to access the ENS student sites and services, including degette. You will also have other identifiers which will be used for the servers of the administration.

How is the life at the ENS?

Housing

In the first year, you automatically get a room if you apply for one. To do so, simply fill in the corresponding form in the registration file. Don't worry if you don't receive a confirmation during the summer, it's normal. In any case, whether you wish to be accommodated at the ENS or not, you must inform the ENS, so send back the registration papers as soon as possible.

First year students are accommodated primarily in Ulm, but depending on demand and

availability, some of you may be accommodated in Jourdan. Don't panic: if this happens to you, you won't be alone there! You will be accommodated with about thirty other first year students, chosen at random.

It is possible to move in during the year or to change rooms via a *Turnage partiel*. Attention: as accommodation is guaranteed in the first year student, the first year students are not subject to the same rules as the others for the TP! See the "What's Next?" section for more details.

When you wish to leave the dorms during or at the end of the year, you just have to inform the DG with a form on degette.

Nota bene : Since there are more people who want to be accommodated than there are rooms available, it is a duty to occupy your room as a primary residence. It is forbidden to request a room and only sleep in it a few nights a month, or to use it as an office, let alone lend it to someone else. It is strictly forbidden to sublet or lend your room (even for a few days, even to a friend, even to someone from the ENS), under penalty of permanent exclusion from the dorms.

The first day in the dorms

Back-to-school day at the ENS is a real marathon!

It is impossible to move before the first day of school, but don't worry, this day is almost exclusively dedicated to that, you will have plenty of time to settle in!

On the first day, you will receive the keys to your room, as well as a multi-function card which serves as an access badge to the Ulm and Jourdan sites, a library card and a canteen card. You'll have the opportunity to meet representatives of student health insurance companies, banks in the area.

As far as the DG is concerned, insurance companies will be present on the first day of school. Once in the dormitories, you will have to provide a certificate of home insurance for the Pôle hébergement, which is vital in case of a prob-

lem, and compulsory for living in the dormitories.

À quoi ressemblent les chambres ?

The rooms are spread over the three campuses (Ulm, Montrouge and Jourdan) :

- at 45, rue d'Ulm (in the 5th arrondissement)
- at 44 and 48, rue d'Ulm (the *Annexe*, in front of the 45)
- at 48, boulevard Jourdan (between the Porte d'Orléans and the Cité Universitaire, in the 14th arrondissement)
- at 1, rue Maurice-Arnoux in Montrouge (near the métro Mairie de Montrouge)

Although there are stylistic differences between campuses and buildings, all rooms are about 12 m² in size. Each room has a single bed (with mattress), a desk and chair, a sink and storage (cupboards and/or shelves, sometimes a bedside table and/or chest of drawers). **Bedding is not provided.** Some rooms are equipped with desk lamps and garbage cans left by the previous inhabitants, but if in doubt it is better to bring your own.

Rooms in Montrouge are equipped with an individual shower; in Jourdan and Ulm, there are shared showers on the hallway. All rooms have smoke detectors. Each floor has toilets and a common kitchen, with refrigerator, freezer, hotplates, traditional oven, microwave, sink, chairs, at least one table and, as in the rooms, smoke detectors. It should also be pointed out that smoking is not allowed in the dormitories.

There are washing machines and dryers on all three campuses. All laundromats are now fee-paying. Those in Montrouge and Jourdan should open by the end of 2020, in the meantime, the old free machines are still there. You have to bring your own detergent and take care of the basic maintenance of the machines (emptying the filter and water) so that they don't break down too often.

The fee, including charges, amounts to 315€ per month. It is usually debited on the 6th of the following month. ¹.

Rules for living together

Dormitories are not prisons, but there are some common sense rules to be respected : don't make too much noise, especially in the evening, be courteous with your neighbours and with the cleaning staff, don't smoke in the rooms or common areas etc.

You have to clean your room yourself. The COF and the pôle hébergement in Ulm, and the lodges in Jourdan and Montrouge lend vacuum cleaners, but it is strongly advised to have your own broom and cleaning equipment.

Likewise, it is you who empties your room bins, and only into the outdoor bins present on each of the sites (they are not hard to find). Don't forget the principle of recycling, posters in the kitchens will tell you how to proceed. In the kitchens, the household waste bin is taken down by the cleaning staff, but the sorting bins (cardboard/plastic, glass, possibly compost) are the responsibility of the students. You must organise with your floor-mates so that these bins are lowered very regularly.

It goes without saying that common areas should be kept as clean and tidy as possible, to allow the work of maintenance staff.

Finally, in the dormitories, the rules of all life together apply: wash the dishes well and don't leave them lying around, wipe the table, only store food in good condition in the refrigerators, etc... And, of course, do not steal other people's things or food!

What's next? An introduction to the arcane tricks of the turnage...

Your room is allocated to you for the year until the dormitories close, usually between 15 and 20 July. When it reopens, you will go from be-

ing a first year student to the equally pleasant status of a vieux or vieilleux, which means that you will be subject to the turnage system.

Indeed, as a first year student, you are guaranteed accommodation. Consequently, you are not subject to the rules of the turnage: you do not have any jokers before the TG and the first year at the ENS is not counted as a housed year. If you register for a turnage partiel in order to get a room, you will not be able to move up in the ranking with jokers, but you will get the last free room either in Ulm or on another campus.

It is of course possible to have a room when you are in 2nd, 3rd or 4th year, and when you are in gap year. For this, a general allocation of rooms takes place at the end of each school year, in the first half of June, during the Turnage Général. This one has rather complex rules, but a General Assembly will take place the month before the TG to explain everything in detail. You can also have a room during the year via a Turnage Partiel.

Other practical aspects of school life

Handicap : Rooms are equipped for certain situations of disability. If you are concerned, contact the Health Centre (rdv-medecins@ens.psl.eu) to assess your needs and to benefit from one of these rooms.

Duplicate key : If subletting is strictly forbidden, it is possible to obtain a copy of the keys to one's room to live there with someone. You can make the request for a duplicate on the website of the DG. For the Ulm site, it is also possible to obtain an access badge in the name of the person accommodated.

Mail : Throughout your schooling, whether you are accommodated or not, you have a postal address at the École normale supérieure, 45, rue d'Ulm, 75005 Paris. Your mail is deposited in your mailbox, in the corridor of the war memorial and right next to the DG's office. The administration often uses this means to distribute important mail, such as pay slips for student

¹The fee for September is debited in October, the one for October in November, etc.

civil servants. Parcels and registered mail can be picked up at the Pôle courrier, near the entrance of 45. It is also possible to receive mail at Jourdan and Montrouge.

Internet : Each room has a network outlet with Internet access managed by the **C.R.I.** (computer resource centre) and by yourselves on rezoweb (<https://eleves.ens.fr/rezoweb>). You can contact them at **cri@ens.psl.eu**. The ethernet cable required for the connection is not supplied and depending on your computer, you may need an adapter.

In addition, there are computer rooms on all campuses with free access, equipped with printers, managed by the **SPI**. (IT services department, **spi@ens.psl.eu**). To print, remember to bring your own paper. The SPI also manages the Clipper server.

Refectory : Le Pôt, located at 45, rue d'Ulm is an institution at the ENS. From Monday morning to Friday noon, excluding holidays and public holidays, Le Pôt offers a simple and efficient formula: breakfast at 1.80 euros from 7 h 30 to 9 h 30, lunch at 3.90 euros for students and 4.10 euros for civil servants students from 12 h to 13 h 30 (with a choice of four dishes - one of which is vegetarian - and two dishes to choose from among starters and desserts).

Car Park : It is possible to request a temporary access card (for a maximum of one week) or an annual access on one's multifunction card from the DG, only for the car park located un-

der 46 rue d'Ulm.

Trunk rooms : For the storage of personal belongings during the summer, it is possible to use the trunk rooms, currently only at the Montrouge and Ulm sites. Their terms of use can be found on the DG's website.

In the event of a problem :

In the event of a problem in your room requiring a technical intervention (water leak, broken door, etc.), you can contact the service travaux (**travaux@ens.psl.eu**).

If furniture is missing or needs to be replaced, you can contact the service logistique (**logistique@ens.psl.eu**).

Other useful contacts to know are :

- the Pôle hébergement (**hebergement@ens.psl.eu**),
- the Service prévention et sécurité (**securite@ens.psl.eu** pour tous les sites, **securite.ulm@ens.psl.eu**, **securite.jourdan@ens.psl.eu**, **securite.montrouge@ens.psl.eu** en fonction des sites)

- the Pôle santé (**rdv-medecins@ens.psl.eu**).

In any case, you can contact the DG (**dg@ens.fr**) for a reply or to be redirected to the appropriate contact person.

Do not hesitate to consult the frequently asked questions (FAQ) on the DG's website for more information. If you miss certain notions, don't worry, everything will be explained to you throughout the year.

Happy holydays (well deserved), see you soon !

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