



INSTITUT DE HAUTES
ÉTUDES INTERNATIONALES
ET DU DÉVELOPPEMENT
GRADUATE INSTITUTE
OF INTERNATIONAL AND
DEVELOPMENT STUDIES

The **Cantonal Social Insurance Office (OCAS)** invoice the social security contributions to students of the Institute each year. Information as to the amount of contributions to be paid is sent directly to students from the Cantonal Social Insurance Office (OCAS).

The Cantonal Social Insurance Office is an autonomous institution governed by public law which coordinates the activities of the Geneva Compensation Fund and those of the Invalidity Insurance Office. Their mission is to ensure that everyone is insured against the economic consequences of age, disability, illness, unemployment, maternity, orphanhood and widowhood. This results in the collection (contributions) and payment (benefits) of 1st pillar social insurance in order to cover the vital needs of the insured.

Contributing to the **Old Age and Survivor Insurance (AVS), Disability Insurance (AI) and Loss of Income Insurance (APG)** is compulsory for anyone having a civil domicile or working in Switzerland.

Civil domicile is the place where the person lives with the intention to stay permanently. Students who come to Switzerland with the only intention of pursuing studies are not considered to have their civil domicile in Switzerland.

Students may therefore be exempt from paying fees:

- Should they prove with a certificate from their employer or a compensation fund that they have already made contributions of at least CHF 503 out of their income or on their Loss of Income Allowances;
- Should their spouse be affiliated with the Swiss AVS/AI/APG and have paid at least twice the minimum required contribution (CHF 1'006) ;
- Should they be staying in Switzerland only for study purposes (holding a B student permit - *permis B pour études*);
- Should they hold a legitimization card issued by the Federal Department of Foreign Affairs.

If you receive the letter from OCAS with the request for payment of your contribution towards the AVS/AI/APG and that you correspond to one of the four categories mentioned above, please send an email to etudiants@ocas.ch indicating (as provided on the letter you will receive) your "n° affilié" and "n° AVS(NSS)". Please attach respectively a copy of your salary certificate, or a copy of your spouse's salary certificate, or a copy of your B student permit, or a copy of your legitimization card.

Other than the above mentioned cases, from the age of 20, Swiss and foreign students domiciled in Switzerland are required to pay an annual fee of CHF 503.00 (minimum contribution) to the AVS/AI/APG. Administrative costs are added to this amount.

Students who have paid contributions of less than CHF 503 (minimum contribution) per year out of their income must only pay the balance. If these contributions have not already been deducted (see details on the OCAS letter), please send an email to etudiants@ocas.ch indicating your "n° affilié" and "n° AVS(NSS)" and attach a copy of your salary certificate.

Students who do not belong to one of the four above-mentioned categories and who have not received an invoice from the OCAS must register spontaneously by sending an email to etudiants@ocas.ch, indicating your name, first name, date of birth and address.

More information on OCAS and its implications for students can be found (in French) here: <https://www.ocas.ch/avs/cotisations/etudiants/>

Office cantonal des assurances sociales
Rue des Gares 12
Case postale 2696
1211 Genève 2
+41 22 327 27 27