

IPAG BUSINESS SCHOOL

Erasmus code **F PARIS 105**

PIC Code **949302432**

OID **E10084730**

IPAG CAMPUSES

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STUDY PROGRAMMES

International students from partner institutions can apply for an exchange programme according to the institutional agreement.

Students may choose to attend one semester or one-year programme in, depending on their home institution requirements and their own academic abilities.

LANGUAGE PROFICIENCY

Programmes are English taught: an equivalent of B2 level minimum (CEFR) or a TOEFL score between 71-80 iBTS.

COURSE SELECTION

Courses shall be selected within a chosen programme.

Please note that subjects from different study programs or semesters cannot be combined.

Please note that the courses may be subject to slight changes, e.g. in case of schedule overlaps or if prerequisites for specific courses are not met.

The final registration will be done within a **drop-add period** taken place during first two weeks of each semester.

Number of available spots being limited per programme, “first come – first served” basis will apply.

International Office reserves a right to modify programme and/or campus initially chosen by an Exchange student if academic requirements/study level are not met.

EUROPEAN CREDIT TRANSFER SYSTEM

The programmes are structured according to the ECTS system.

The estimated workload for the full-time students:

One semester:	30 ECTS / 15 US credits
Full Year	60 ECTS

ATTENDANCE

Attendance is **compulsory** and takes part of the course evaluation.

ASSESSMENT

An exam period is organized at the end of each semester or at the end of each module.

In addition to the final examination, classes are assessed continuously (participation, small projects, group and individual work, presentations, etc.). Field projects usually require written reports sometimes accompanied by an oral presentation.

GRADING SYSTEM

French higher education institutions use numeric grading scale out of 20. The **pass grade is 10/20**.

- 16–20: very good (*très bien*: TB)
- 14–15.9: good (*bien*: B)
- 12–13.9: satisfactory (*assez bien*: AB)
- 10–11.9: correct (*passable*)
- 0–9.9: fail (*insuffisant*)

TRANSCRIPT OF RECORDS

Every course and evaluation are recorded on the student’s personal transcript edited appr. ~ one month after the exam session.

ACADEMIC CALENDAR *(see annex at the end)*

The academic year is divided into 2 semesters:

Fall semester:	September - December
Spring semester:	January - May
Semester Break	3-week semester break at Christmas. One-week break during Spring semester

The semester dates depend on Exchange programme / location and will be communicated in the Letter of Acceptance.

Teaching and examination periods being **mandatory** are included in the above dates.

ORIENTATION

The Orientation week (mandatory) is arranged twice a year before the first week of studies.

APPLICATION DEADLINE

Fall semester: 15 May

Spring semester: 1st November

APPLICATION PROCEDURE

Application is to be done online

Step 1 / Nomination Online by Home Institution (link to be provided within March 2022 period).

It is not possible to apply without being nominated.

Step 2 / Application Form online

Required supporting documentation shall be submitted:

Recent / In-progress Transcript of Records (in English)

Copy of Identity card (Passport or EU ID card for EU citizens)

Copy of Health Insurance Policy

Course choice online

Step 3 / Acceptance & Course Registration

The admission process starts once student's application is submitted.

The Letter of Acceptance is issued within a 4-week period after the Application Deadline.

LoA is issued and sent by email. If a student needs a hard copy, it will be issued on request

Step 4 / Welcome Package

After acceptance a welcome package is sent including useful information related to further steps to take prior any arrival.

ACCOMMODATION

IPAG Business School does not have on-campus student housing unit but assist international students in finding accommodation.

We partner with STUDAPART allowing international and regular students and alumni to rent, co-rent or sublease their apartment in France (IPAG HOUSING)

The Accommodation facilities guide specific to each campus is provided upon admission.

LIVING COSTS

The budget will depend on the IPAG location.

Estimate of general living expenses per month (Euro):	Nice	Paris
Housing:	400-600	550-900
Meals	200-400	200-400
Transport	35	65
Extra	150-300	150-300

CAMPUS FACILITIES

Located in the heart of the French cities with a very good transport facilities, all IPAG campuses have widely available Wi-Fi access, Intranet and online timetable systems, computer lab(s) and working spaces.

Student activities: campus tour, ice-breaking party, teambuilding activities, sport activities, company visit etc.

Buddy program is proposed to offer one-on-one assistance throughout each semester.

We provide assistance within the Career Center services on each location to seek for internship opportunities, get ready for a job interview and benefit a personal consultancy service.

VISA / IMMIGRATION ISSUES

Non-EU Students: student visa is **mandatory**

Invitation Letter is sent to all non-EU student to start their visa process within Campus France or French consulate.

CEF Procedure for some nationalities is **mandatory**

<https://pastel.diplomatie.gouv.fr/etudesenfrance/dyn/public/authentication/login.html>

HEALTH INSURANCE

EU citizens: E111 European Health card to be provided upon arrival.

NON-EU citizens: French Health insurance **mandatory** <https://etudiant-etranger.ameli.fr/#/>

Please take note that programmes depend on location and study semester.

COVID-19 provisions shall apply to Exchange Programmes based on the evolution of sanitary situation.

ACADEMIC CALENDAR

FALL 2022	
Application Period	March – 15 May 2022
Application Deadline	March – 15 May 2022
Orientation Period	2 Sept 2022
Teaching Period	5 Sept 2022 – 2 Dec 2022
Exam Period	05 – 16 Dec 2022
SPRING 2023	
Application Deadline	1st November 2022
Orientation Period	26 - 27 Jan 2023
Teaching Period	30 Jan - 27 May 2023
Exam Period	22 -27 May 2023
Semester Break	20-25 March 2023

ACCREDITATIONS AND AWARDS

