

## IPAG Business School

| GENERAL INFORMATION |  |
|---------------------|--|
| Erasmus code        | F PARIS 105  |
| Website             | <a href="http://www.ipag.fr">IPAG Business School</a>    |
| E-mail              | <a href="mailto:c.ferrero@ipag.fr">c.ferrero@ipag.fr</a> |

| ERASMUS+ CONTACTS   |   |
|---|---|
| Your contact person at IPAG Business School <ul style="list-style-type: none"> <li>- Student Exchange</li> <li>- Teacher and Staff Exchange</li> <li>- Academic Advising</li> </ul> | <b>Nice:</b> Ms Caroline FERRERO and <b>Paris:</b> Mrs Paulette NOIRBENT<br>Tel. +331493133920 Tel. +33153633643<br>E-mail: <a href="mailto:c.ferrero@ipag.fr">c.ferrero@ipag.fr</a> or <a href="mailto:p.noirbent@ipag.fr">p.noirbent@ipag.fr</a><br>Addresses:<br>Nice Campus : 4 Boulevard Carabacel 06000 Nice France<br>Paris Campus : 184 Boulevard Saint Germain 06000 Nice France |
| <b>Head of International Services</b> <ul style="list-style-type: none"> <li>- Planning and Development</li> <li>- International Relations</li> </ul>                               | Dr. Bernard Terrany<br>Tel. +331493133906<br>Fax. +331493133921<br>E-mail: <a href="mailto:b.terrany@ipag.fr">b.terrany@ipag.fr</a><br>Based in Paris Campus  |

| MODIFICATION AND TERMINATION OF THE ERASMUS+ AGREEMENT |   |
|--|---|
| Changes in the mobility data                           | The partners commit to agree on and confirm the changes in the mobility data by no later than the end of January in the preceding academic year.  |
| Unilateral termination                                 | In the event of unilateral termination, a unilateral decision to discontinue the exchanges notified to the other party by 1 August will only take effect as of 1 August of the following year. In the event of termination, any student(s) already selected on an exchange or participating in an exchange will have the opportunity to complete any courses where they are enrolled. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict." |

| RECOMMENDED LANGUAGE SKILLS   |  |
|---|--|
| Language of instruction   | English  |
| Recommended language of instruction level: Student Mobility for Studies | B2 (Common European Framework of Reference for Languages)<br><a href="http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr">http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr</a> |
| Recommended language of instruction level: Staff Mobility for Teaching  | B2 (Common European Framework of Reference for Languages)<br><a href="http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr">http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr</a> |

| STUDENTS AND STAFF WITH DISABILITIES |   |
|--------------------------------------|---|
| General Information                  | The needs of physically disabled mobile participants are taken into account in the facilities. Some of IPAG 's premises might be difficult to access when having a physical disability. Special exam arrangements can be made for disabled students to the extent that this is practically possible. Mobile persons with special needs are advised to inform the International Services about the needs already before arrival. Information concerning the health of students and staff is kept confidential. |
| Contact                              | E-mail: <a href="mailto:c.ferrero@ipag.fr">c.ferrero@ipag.fr</a> or <a href="mailto:p.noirbent@ipag.fr">p.noirbent@ipag.fr</a><br><b>Nice:</b> Ms Caroline FERRERO and <b>Paris:</b> Mrs Paulette NOIRBENT  |

| ADMISSION FOR EXCHANGE STUDENTS                   |   |
|---|---|
| <b>Student Exchange Website and Guide</b>         | <a href="http://www.ipag.fr/en/international/international-students/exchange/">http://www.ipag.fr/en/international/international-students/exchange/</a>   |
| <b>Term Dates</b>                                 | Autumn term: End-August - End of December<br>Spring term: End January - End of May  |
| <b>Application Deadline</b>                       | For autumn term and full academic year: 15 May<br>For spring term: 15 November<br>The receiving institution will send its decision within 4 weeks of the application deadline.  |
| <b>Application Documents</b>                      | <ul style="list-style-type: none"> <li>• Scanned application form</li> <li>• course choices online</li> <li>• Transcript of Records</li> <li>• passport photo</li> <li>• health insurance</li> </ul>  |
| <b>Application Instructions, Application Form</b> | <a href="#">Information</a>   |
| ARRIVAL SERVICES                                  |   |
| <b>Pick-Up</b>                                    | Available for all incoming exchange students on set dates. For more information, please see <a href="#">Information</a>   |
| <b>Orientation Dates</b>                          | IPAG Business School organises an orientation for exchange students at the beginning of every semester. <a href="#">Information</a>   |
| HOUSING   |   |
| <b>General Information</b>                        | IPAG Business School guides incoming mobile participants in finding accommodation.  |
| <b>Housing Contact</b>                            | E-mail: <a href="mailto:c.ferrero@ipag.fr">c.ferrero@ipag.fr</a> or <a href="mailto:p.noirbent@ipag.fr">p.noirbent@ipag.fr</a><br><b>Nice:</b> Ms Caroline FERRERO and <b>Paris:</b> Mrs Paulette NOIRBENT  |
| INSURANCE   |   |
| <b>General Information</b>                        | IPAG Business School guides incoming and outgoing mobile participants in obtaining insurance cover. Incoming student is responsible for making sure that s/he has an appropriate insurance cover during the exchange period. Information about insurance available at: <a href="http://www.ipag.fr/en/international/international-students/exchange/">http://www.ipag.fr/en/international/international-students/exchange/</a><br>IPAG Business School Incoming staff is responsible for making sure that s/he has a appropriate insurance cover during the exchange period. Outgoing staff has an insurance cover organized by IPAG Business School. |
| <b>Contact</b>                                    | E-mail: <a href="mailto:c.ferrero@ipag.fr">c.ferrero@ipag.fr</a> or <a href="mailto:p.noirbent@ipag.fr">p.noirbent@ipag.fr</a><br><b>Nice:</b> Ms Caroline FERRERO and <b>Paris:</b> Mrs Paulette NOIRBENT  |
| VISA  |   |
| <b>General Information</b>                        | IPAG Business School provides assistance in obtaining visa for mobile participants.   |

| ACADEMICS                    |   |
|------------------------------|---|
| <b>Course Details</b>        | <a href="#">Courses taught in English</a>   |
| <b>Grading system</b>        | <p>The French grading system is based on a 20-point grading scale. 10 is the pass mark</p> <ul style="list-style-type: none"> <li>• 16–20: very good (<i>très bien</i>: TB)</li> <li>• 14–15.9: good (<i>bien</i>: B)</li> <li>• 12–13.9: satisfactory (<i>assez bien</i>: AB)</li> <li>• 10–11.9: correct (<i>passable</i>)</li> <li>• 0–9.9: fail (<i>insuffisant</i>)</li> </ul> <p>Resits are available if a student fails to pass an exam.</p> |
| <b>Transcript of Records</b> | A Transcript of Records will be issued by IPAG Business School no later than five weeks after the assessment period has finished.   |