



Name of the school KEDGE Business School

Dean (interim) Dr Philip McLAUGHLIN

General website www.kedgebs.com

International Student www.kedgebs.com/en/home/i-am-exchange-student

Office website

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International Student Office

International Student Office Manager

Ms Laurence BOITEUX

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	Bordeaux Campus	Marseille Campus	Toulon Campus
Office Manager	Ms Marie ACKER Office Manager Tel. +33 (0) 556 84 63 32 marie.acker@kedgebs.com	Ms Veronique SPANU Office Manager Tel. +33 (0) 491 827 915 veronique.spanu@kedgebs.com	
Incoming Students Coordinators	Ms Amandine GHERARDI Coordinator Inbound Students Tel. +33 (0) 556 84 63 17 amandine.gherardi@kedgebs.com	Ms Frédérique MARY Coordinator Inbound Students for Non-European countries & Short-Term Programmes Tel. + 33 (0) 491 827 929 frederique.mary@kedgebs.com	Ms Françoise JEGOU Coordinator Inbound & Outbound Students Tel + 33 (0) 494 918 262 françoise.jegou@kedgebs.com
		Ms Catherine ROSSINES Coordinator Inbound Students for Europe & Short-Term Programmes Tel. +33 (0) 491 827 904 catherine.rossines@kedgebs.com	

Outgoing Students Coordinators	Ms Isabelle CONRAD Coordinator Outbound students for non-European countries (except USA) Tel. + 33 (0) 556 84 63 14 isabelle.conrad@kedgebs.com	Ms Corinne MARCELLI Coordinator Outbound Students for South America Tel. +33 (0) 491 827 908 corinne.marcelli@kedgebs.com	Ms Françoise JEGOU Coordinator Inbound & Outbound Students Tel + 33 (0) 494 918 262 francoise.jegou@kedgebs.com
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		Ms Veronique SPANU Coordinator for Outbound students for North America Tel. +33 (0) 491 827 915 veronique.spanu@kedgebs.com	
Overseas Campuses		Ms Tiphaine CAMUS & Ms Sophie DE SAINT AUBERT Coordinators for overseas campuses Tel. +33 (0) 491 827 978 campusexterieurs@kedgebs.com	

The following information only concerns our Bordeaux and Marseille Campuses.

The Toulon Campus factsheet will be directly sent to the partners concerned. For more information on Toulon Campus: francoise.jegou@kedgebs.com

Nomination/Application procedure:

	First Semester – Fall 2014	Second Semester – Spring 2015
Semester dates	September – December <i>Including orientation days & examinations</i> <i>For exact dates, please refer to the Programme Annex document</i>	January – early June <i>Including orientation days & examinations</i> <i>For exact dates, please refer to the Programme Annex document</i>
Nomination Deadline	April 15 th , 2014	September 15 th , 2014
Application Deadline	May 15 th , 2014	October 15 th , 2014
Nomination procedure	An e-mail sent by the Outbound students coordinator at the Home Institution including: (please use the Excel file provided) <ul style="list-style-type: none"> - Students' first and last names - Birth dates - Email addresses - Period of Study - Students' level - KEDGE BS Campus to which the student is selected (Bordeaux, Marseille) Nominations to Bordeaux campus must be sent to incoming.bordeaux@kedgebs.com Nominations to Marseille campus must be sent to incoming.marseille@kedgebs.com	
Application procedure & required documents	Once nominated by their Home Institution, applicants need to apply via our online application: https://forms.moveon4.com/512/locallogin/535fa1210f9d30e91f000001/eng Students need to upload on the online application the following required documents: <ul style="list-style-type: none"> - Copy of passport (non-European students) or national identity card (European students) - Identity picture - Official university transcripts in French or English - Students willing to take courses taught in English (non-native English speakers only): TOEFL score copy (minimum 79 iBT or 550) or IELTS score copy (minimum 6.0) – or a letter from the Home Institution certifying that the students' level is equivalent to these scores. - Students willing to take courses taught in French (non-native French speakers only): document stating that the student has minimum a B2 level according to the European Common Framework of Reference – or a letter from the Home Institution certifying that the students' level is equivalent to these scores. - Proof of Health Insurance (see Health Insurance section here below) 	
Acceptance Letters	Acceptance Letters will be sent to the students needing to apply for a French student visa. No acceptance letter will be delivered to students not needing a Visa unless requested.	

Health Insurance	<p>In order to be registered at KEDGE BS, the students will have to provide one of the following Health Insurance certificates:</p> <ul style="list-style-type: none"> ○ Students from the European Union: copy of the European Health Insurance Card <p style="margin-left: 20px;"><i>Students from the E.U. not holding a European Health Insurance card must provide a letter from their private insurance company, certifying that they benefit from a health insurance coverage with no limitation in amount for the length of their stay in France, OR must register with the French national health insurance</i></p> ○ Students from Québec: copy of the SE-401-Q-106 form ○ Students being 28 or older on September 30th of the 2014/2015 academic year: proof of a health insurance covering him/her for medical expenses and hospitalization during his/her stay in France ○ Students studying at KEDGE BS for a maximum of 3 months: proof of a health insurance covering him/her for medical expenses and hospitalization during his/her stay ○ All other students or students not providing the required certificate will have to subscribe to the compulsory French National Health Insurance "Sécurité Sociale" upon their arrival at KEDGE BS (about €210) which will cover them from Oct. 1st the earliest. <p style="margin-left: 20px;"><i>Students starting their courses before October 1st must, in addition, get a personal health insurance for the month of September and submit a copy of this insurance before their arrival in Bordeaux.</i></p>
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Academic Programme Information

Level / Courses / Programmes offered	<p>Bordeaux Campus:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Undergraduate <ul style="list-style-type: none"> - KEDGE Bachelor Programme - or Master In Management Programme (according to our bilateral agreement) <input checked="" type="checkbox"/> Graduate <ul style="list-style-type: none"> - Master in Management Programme - or EBP International Programme (according to our bilateral agreement) 	<p>Marseille Campus:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Undergraduate (CeseMed Programme) <input checked="" type="checkbox"/> Graduate (Master in Management Programme)
	<p>List of courses, Course Load, Language of Instruction, Academic Calendar, Course Registration Procedure: See the CeSeMed, EBP International, KEDGE Bachelor or Master in Management Programme Annex</p> <p>http://www.kedgebs.com/en/academic-information</p>	
Summer sessions (Marseille Campus)	<ul style="list-style-type: none"> ✓ Sport & Event Management - For undergraduate & graduate students (June 16 – July 3, 2014) Nomination deadline Feb. 15 - This programme requires a min of 12 participants. ✓ Sustainable Development & Social Responsibility - For undergraduate & graduate students (June 23 - July 17, 2014) ✓ Cross Cultural Negotiation - For undergraduate students (June 30 - July 24, 2014) Application deadline March 30 <p>Visit our Website and contact us on short-term@kedgebs.com</p>	

Practical Information

Visa	<p>Students coming from the following countries for a stay of at least 3 months in France must apply for a French student visa through an online application via Campus France: Algeria, Argentina, Benin, Brazil, Burkina Faso, Cameroon, Chile, China, Colombia, Congo Brazzaville, Côte d'Ivoire, Gabon, Guinea, India, Japan, Lebanon, Madagascar, Mali, Mauritius, Mexico, Morocco, Peru, Russia, Senegal, South Korea, Syria, Taiwan, Tunisia, Turkey, USA, Vietnam</p> <p>Students coming from other non-European countries, have to contact their closest French consulate or Embassy in order to determine whether they need to apply for a visa and what type of visa they are required to apply for, for their studies in France.</p> <p>Upon arrival in France: International students holding a "Visa Long Séjour" VLS/TS, with the following statement on their visa: "CESEDA R311-3 6°" must register with the OFII (Office Français de l'Immigration et de l'Intégration). KEDGE BS will provide help to the students in this process</p>
International Students Associations	<p>The Interact (in Marseille) and Melting Potes (in Bordeaux) student associations support the International Student Office in facilitating the integration of International students at KEDGE BS throughout the year by organizing events and providing support to the Students. They will automatically contact the International Students before their arrival at KEDGE BS.</p>

<p>Pick-up assistance and support upon arrival</p>	<p>Interact (in Marseille) and Melting Potes (in Bordeaux) will offer a free pick-up service at the beginning of each semester. In Bordeaux: September 2, 3, 4, 5 and January 5, 27, 28. In Marseille : September 1, 2, 3, 4, 5 and January 5, 6.</p> <p>In Bordeaux, the service is offered from Bordeaux-Mérignac Airport or Bordeaux-St Jean train station. In Marseille: the service is available from the Saint-Charles train station (downtown) (from the airport, students need to take a shuttle - 8.50€ approx., which will drive them to the Saint-Charles train station). Pick-up reservations will have to be made in advance.</p> <p>More information will be sent to the students before their arrival.</p>																															
<p>Accommodation</p>	<p>Bordeaux Campus:</p> <p><input checked="" type="checkbox"/> Off-Campus</p> <p>It is strongly recommended to book accommodation <u>before</u> arrival.</p> <p>The School does not own dormitories on the Bordeaux campus but works in close contact with state-owned residences, private residences, and private landowners in Talence, Bordeaux, and the surrounding area.</p> <p>For more information on housing options, please download the "Bordeaux Campus International Students Handbook" on: http://www.kedgebs.com/en/practical-information</p> <p>We also invite you to subscribe to the "Kedge Immo Bordeaux" Facebook group on which several offers can be posted from other KEDGE BS Students</p> <p>Housing Support Contact: Caroline Guilloux, caroline.guilloux@kedgebs.com +33 (0) 556 84 63 26</p>	<p>Marseille Campus:</p> <p><input checked="" type="checkbox"/> On-Campus <input checked="" type="checkbox"/> Off-Campus</p> <p>Students are eligible to register for on-campus housing or are given assistance in finding off-campus accommodation. The housing department sends the link for the online application to all incoming students.</p> <p><u>On-Campus:</u> Spaces in residences are very limited (especially during the Fall semester) and only cover 20% of the exchange student's demand. We cannot guarantee that all international students will be living on-campus.</p> <p><u>Off-Campus</u> As spaces in on-campus residences are limited many international students live off-campus. The office provides assistance for off-campus accommodation.</p> <p>Students are also invited to join the "Kedge Immo Marseille" Facebook group on which several offers can be posted from other KEDGE BS Students</p> <p>Housing Support Contact: logementmarseille@kedgebs.com</p>																														
<p>Estimated Expenses (in euros)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 30%; text-align: center;">Bordeaux</th> <th style="width: 30%; text-align: center;">Marseille</th> </tr> </thead> <tbody> <tr> <td><u>Monthly costs</u></td> <td></td> <td></td> </tr> <tr> <td>Accommodation</td> <td style="text-align: center;">350 € to 700 € (depending on location, size and length of the stay)</td> <td style="text-align: center;">380€ to 680€ (depending on location, size and length of the stay)</td> </tr> <tr> <td>Food</td> <td style="text-align: center;">250 €</td> <td style="text-align: center;">250 €</td> </tr> <tr> <td>Public Transportation</td> <td style="text-align: center;">40 €</td> <td style="text-align: center;">40 €</td> </tr> <tr> <td>Personal Expenses</td> <td style="text-align: center;">150 €</td> <td style="text-align: center;">150 €</td> </tr> <tr> <td><u>One-time fees upon arrival</u></td> <td></td> <td></td> </tr> <tr> <td>Health Insurance Plan (for the students concerned - see Health Insurance paragraph)</td> <td style="text-align: center;">About 210 €</td> <td style="text-align: center;">About 210 €</td> </tr> <tr> <td>OFII registration (for the students holding a visa with the mention: CESEDA R311-3 9°)</td> <td style="text-align: center;">About 60 euros</td> <td style="text-align: center;">About 60 euros</td> </tr> <tr> <td>International Students Association (optional)</td> <td style="text-align: center;">15 euros</td> <td style="text-align: center;">To be confirmed</td> </tr> </tbody> </table> <p>Students are usually not required to buy books.</p>			Bordeaux	Marseille	<u>Monthly costs</u>			Accommodation	350 € to 700 € (depending on location, size and length of the stay)	380€ to 680€ (depending on location, size and length of the stay)	Food	250 €	250 €	Public Transportation	40 €	40 €	Personal Expenses	150 €	150 €	<u>One-time fees upon arrival</u>			Health Insurance Plan (for the students concerned - see Health Insurance paragraph)	About 210 €	About 210 €	OFII registration (for the students holding a visa with the mention: CESEDA R311-3 9°)	About 60 euros	About 60 euros	International Students Association (optional)	15 euros	To be confirmed
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<p>Miscellaneous</p>	<ul style="list-style-type: none"> ✓ Personal laptop strongly recommended (compulsory for most of courses) ✓ Information about studying and living in France: www.campusfrance.org/en ; www.diplomatie.gouv.fr/en ✓ Practical Information for KEDGE BS International Students (incl. International Student Handbook to be downloaded): http://www.kedgebs.com/en/practical-information ✓ Public transportation in Bordeaux www.infotbc.com and Marseille www.rtm.fr ✓ Bordeaux and surrounding area tourist information : www.bordeaux.fr ; www.bordeaux-tourisme.com ✓ Marseille and surrounding area tourist information: www.marseille-tourisme.com/en/ ; www.visitprovence.com/en 																															