



**Name of the school** KEDGE Business School  
**Dean** Dr Thomas FROELICHER  
**General website** [www.kedgebs.com](http://www.kedgebs.com)  
**International Student Office website** [www.kedgebs.com/en/home/i-am-exchange-student](http://www.kedgebs.com/en/home/i-am-exchange-student)  
**Erasmus code** F BORDEAU 57

	<b>Bordeaux Campus</b>	<b>Marseille Campus</b>	<b>Toulon Campus</b>
<b>Mailing address</b>	680 cours de la Libération 33405 Talence Cedex (France)	Rue Antoine Bourdelle – Domaine de Luminy BP 921 13288 Marseille Cedex 9 (France)	Campus de le Grande Tourrache, 450 av François Arago CS 90262 83078 Toulon cedex 9 (France)
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### International Student Office

#### International Student Office Manager

**Ms Laurence BOITEUX**  
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	<b>Bordeaux Campus</b>	<b>Marseille Campus</b>	<b>Toulon Campus</b>
<b>Office Manager</b>	<p><b>Ms Marie ACKER</b>            Office Manager            Tel. +33 (0) 556 84 63 32  <a href="mailto:marie.acker@kedgebs.com">marie.acker@kedgebs.com</a></p>	<p><b>Ms Veronique SPANU</b>            Office Manager            Tel. +33 (0) 491 827 915  <a href="mailto:veronique.spanu@kedgebs.com">veronique.spanu@kedgebs.com</a></p>	
<b>Incoming Students Coordinators</b>	<p><b>Ms Amandine GHERARDI</b>            Coordinator            Inbound Students            Tel. +33 (0) 556 84 63 17  <a href="mailto:incoming.bordeaux@kedgebs.com">incoming.bordeaux@kedgebs.com</a></p>	<p><b>Ms Frédérique MARY</b>            Coordinator Inbound Students North            and South America, Africa &amp; Middle            East, India &amp; Oceania            Tel. + 33 (0) 491 827 929  <a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a></p>	<p><b>Ms Françoise JEGOU</b>            Coordinator            Inbound all countries Toulon            Campus            &amp;            Outbound Students for USA            Tel + 33 (0) 494 918 262  <a href="mailto:françoise.jegou@kedgebs.com">françoise.jegou@kedgebs.com</a></p>
	<p><b>Ms Sophie DE SAINT AUBERT</b>            Inbound students            Support            Tel. +33 (0) 556 84 55 86  <a href="mailto:sophie.desaintaubert@kedgebs.com">sophie.desaintaubert@kedgebs.com</a></p>	<p><b>Ms Tiphaine CAMUS</b>            Coordinator for overseas campuses            &amp; Inbound students Asia (except            India)            Tel. +33 (0) 491 827 978  <a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a></p>	
		<p><b>Ms Catherine ROSSINES</b>            Coordinator            Inbound Students for            Europe &amp; Short-Term Programmes            Tel. +33 (0) 491 827 904  <a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a></p>	

Outgoing Students Coordinators	<b>Ms Isabelle CONRAD</b> Coordinator Outbound students for Asia (except China), North America (except USA) and Oceania Tel. + 33 (0) 556 84 63 14 <a href="mailto:isabelle.conrad@kedgebs.com">isabelle.conrad@kedgebs.com</a>	<b>Ms Corinne MARCELLI</b> Coordinator Outbound Students for Southern Europe & South America Tel. +33 (0) 491 827 908 <a href="mailto:lsomarseille@kedgebs.com">lsomarseille@kedgebs.com</a>	<b>Ms Françoise JEGOU</b>  Coordinator Inbound all countries Toulon Campus & Outbound Students for USA  Tel + 33 (0) 494 918 262  <a href="mailto:francoise.jegou@kedgebs.com">francoise.jegou@kedgebs.com</a>
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Overseas Campuses	<b>Ms Sophie DE SAINT AUBERT</b> Overseas campuses project manager Tel. +33 (0) 556 84 55 86 <a href="mailto:sophie.desaintaubert@kedgebs.com">sophie.desaintaubert@kedgebs.com</a>	<b>Ms Tiphaine CAMUS</b> Coordinator for overseas campuses & Inbound students from Asia (except India) Tel. +33 (0) 491 827 978 <a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a>	

The following information 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](mailto:francoise.jegou@kedgebs.com)

### Nomination/Application Procedure:

	First Semester – Fall 2015	Second Semester – Spring 2016
<b>Semester dates</b>	September – December <i>Including orientation days &amp; examinations For exact dates, please refer to the Programme Annex document</i>	January – early June <i>Including orientation days &amp; examinations For exact dates, please refer to the Programme Annex document</i>
<b>Nomination Deadline</b>	April 15 <sup>th</sup> , 2015	September 15 <sup>th</sup> , 2015
<b>Application Deadline</b>	May 15 <sup>th</sup> , 2015	October 15 <sup>th</sup> , 2015
<b>Nomination procedure</b>	An e-mail sent by the outbound students coordinator at the home institution including: (please use the KEDGE BS Nomination Form provided) <ul style="list-style-type: none"> <li>- Students' first and last names</li> <li>- Birth dates</li> <li>- Email addresses</li> <li>- Period of study</li> <li>- Students' level</li> <li>- KEDGE BS campus to which the student is selected (Bordeaux, Marseille)</li> </ul> Nominations to Bordeaux campus must be sent to <a href="mailto:incoming.bordeaux@kedgebs.com">incoming.bordeaux@kedgebs.com</a> Nominations to Marseille campus must be sent to <a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a>	
<b>Application procedure &amp; required documents</b>	Once nominated by their home institution, applicants need to apply via our online application: <b>link will be available in March/April 2015</b>  Students need to upload on the online application the following required documents: <ul style="list-style-type: none"> <li>- Copy of passport (non-European students) or national identity card (European students)</li> <li>- Identity picture</li> <li>- Official university transcripts in French or English</li> <li>- 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.</li> <li>- 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.</li> </ul>	
<b>Acceptance Letters</b>	Acceptance letters will be sent only 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.	

<b>Health Insurance</b>	<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"> <li>○ Students coming from an European Union Institution : copy of the European Health Insurance Card</li> </ul> <p style="text-align: center;"><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> <ul style="list-style-type: none"> <li>○ Students from Québec: copy of the SE-401-Q-106 form</li> <li>○ Students being 28 or older on September 30th of the 2015/2016 academic year: proof of a health insurance with <b>unlimited coverage</b> for medical expenses and hospitalisation during his/her stay in France</li> <li>○ Students studying at KEDGE BS for a maximum of 3 months: EU insurance card or proof of a health insurance with <b>unlimited coverage</b> for medical expenses and hospitalisation during his/her stay in France</li> <li>○ 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 €213) which will cover them from Oct. 1st the earliest.</li> </ul> <p style="text-align: center;"><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

<b>Level / Courses / Programmes offered</b>	<p><b>Bordeaux Campus:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Undergraduate <ul style="list-style-type: none"> <li>- KEDGE Bachelor Programme</li> <li>- or Master In Management Programme</li> </ul>                     (according to our bilateral agreement)                 </li> <li><input checked="" type="checkbox"/> Graduate <ul style="list-style-type: none"> <li>- Master in Management Programme</li> <li>- or EBP International Programme</li> </ul>                     (according to our bilateral agreement)                 </li> </ul>	<p><b>Marseille Campus:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Undergraduate (KEDGE Bachelor or CeseMed Programmes)</li> <li><input checked="" type="checkbox"/> Graduate (Master in Management Programme)</li> </ul>
	<p>List of courses, Course Load, Language of Instruction, Academic Calendar, Course Registration Procedure: See the <b>CeSeMed</b>, <b>EBP International</b>, <b>KEDGE Bachelor</b> or <b>Master in Management</b> Programme Annexes</p> <p style="text-align: center;"><a href="http://www.kedgebs.com/en/academic-information">http://www.kedgebs.com/en/academic-information</a></p>	
<b>Summer sessions (Marseille Campus)</b>	<ul style="list-style-type: none"> <li>✓ <b>Sport &amp; Event Management</b> - For undergraduate &amp; graduate students (June 15 – July 2, 2015) Nomination deadline Feb. 15 - This programme requires a min of 12 participants.</li> <li>✓ <b>Sustainable Development &amp; Social Responsibility</b> - For undergraduate upper level students (June 22 - July 16, 2015)</li> <li>✓ <b>Financial Markets &amp; Institution</b>- For undergraduate upper level students (June 22 - July 16, 2015)</li> <li>✓ <b>Cross Cultural Negotiation</b> - For undergraduate students (June 29 - July 23, 2015)</li> </ul> <p>Application deadline March 30, 2015</p> <p>Visit our <a href="#">Website</a> and contact us on <a href="mailto:short-terms@kedgebs.com">short-terms@kedgebs.com</a></p>	

## Practical Information

<b>Visa</b>	<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 <a href="#">Campus France</a>: Algeria, Argentina, Benin, Brazil, Burkina Faso, Cameroon, Chile, China, Colombia, Congo (Brazzaville), South Korea, Ivory Coast, Gabon, Guinea, India, Indonesia, Japan, Lebanon, Madagascar, Mali, Morocco, Mexico, Peru, Russia, Senegal, Taiwan, Tunisia, Turkey, United States of America and 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>
<b>International Students Associations</b>	<p>The <b>Interact</b> (in Marseille) and <b>Melting Potes</b> (in Bordeaux) student associations support the International Student Office in facilitating the integration of International students at KEDGE BS throughout the year by</p>

	organising events and providing support to the Students. They will automatically contact the International Students before their arrival at KEDGE BS.																															
<b>Pick-up assistance and support upon arrival</b>	Interact (in Marseille) and Melting Potes (in Bordeaux) will offer a free pick-up service at the beginning of each semester. In Bordeaux.  In Bordeaux, the service is offered from <b>Bordeaux-Mérignac Airport</b> or <b>Bordeaux-St Jean train station</b> . In Marseille: the service is available from <b>the Marseille Saint-Charles train station (downtown)</b> . From the airport, students need to take a bus shuttle - 8.50€ approx., which will drive them to the Saint-Charles train station. Pick-up reservations will have to be made 72 hours in advance. More information will be sent to the students before their arrival.																															
<b>Accommodation</b>	<p><b>Bordeaux Campus:</b></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: <a href="http://www.kedgebs.com/en/practical-information">http://www.kedgebs.com/en/practical-information</a></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><u>Housing Support Contact:</u> Caroline Guilloux, <a href="mailto:caroline.guilloux@kedgebs.com">caroline.guilloux@kedgebs.com</a> +33 (0) 556 84 63 26</p>	<p><b>Marseille Campus:</b></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. A link for the online application is sent 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>For more information on housing options, please download the "Marseille Campus International Students Handbook" on: <a href="http://www.kedgebs.com/en/practical-information">http://www.kedgebs.com/en/practical-information</a></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><u>Housing Support Contact:</u> <a href="mailto:logementmarseille@kedgebs.com">logementmarseille@kedgebs.com</a></p>																														
<b>Estimated Expenses (in euros)</b>	<table border="1"> <thead> <tr> <th></th> <th>Bordeaux</th> <th>Marseille</th> </tr> </thead> <tbody> <tr> <td><b>Monthly costs</b></td> <td></td> <td></td> </tr> <tr> <td><b>Accommodation</b></td> <td>350 € to 700 € (depending on location, size and length of the stay)</td> <td>380€ to 680€ (depending on location, size and length of the stay)</td> </tr> <tr> <td><b>Food</b></td> <td>250 €</td> <td>250 €</td> </tr> <tr> <td><b>Public Transportation</b></td> <td>40 €</td> <td>40 €</td> </tr> <tr> <td><b>Personal Expenses</b></td> <td>150 €</td> <td>150 €</td> </tr> <tr> <td><b>One-time fees upon arrival</b></td> <td></td> <td></td> </tr> <tr> <td><b>Health Insurance Plan</b> (for the students concerned - see Health Insurance paragraph)</td> <td>About 213 €</td> <td>About 213 €</td> </tr> <tr> <td><b>OFII registration</b> (for the students holding a visa with the mention: CESEDA R311-3 9°)</td> <td>About 60 euros</td> <td>About 60 euros</td> </tr> <tr> <td><b>International Students Association</b> (optional)</td> <td>15 euros</td> <td>To be confirmed</td> </tr> </tbody> </table> <p>Students are usually not required to buy books.</p>			Bordeaux	Marseille	<b>Monthly costs</b>			<b>Accommodation</b>	350 € to 700 € (depending on location, size and length of the stay)	380€ to 680€ (depending on location, size and length of the stay)	<b>Food</b>	250 €	250 €	<b>Public Transportation</b>	40 €	40 €	<b>Personal Expenses</b>	150 €	150 €	<b>One-time fees upon arrival</b>			<b>Health Insurance Plan</b> (for the students concerned - see Health Insurance paragraph)	About 213 €	About 213 €	<b>OFII registration</b> (for the students holding a visa with the mention: CESEDA R311-3 9°)	About 60 euros	About 60 euros	<b>International Students Association</b> (optional)	15 euros	To be confirmed
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<b>Miscellaneous</b>	<ul style="list-style-type: none"> <li>✓ Personal laptop strongly recommended (compulsory for most of courses)</li> <li>✓ Information about studying and living in France: <a href="http://www.campusfrance.org/en">www.campusfrance.org/en</a> ; <a href="http://www.diplomatie.gouv.fr/en">www.diplomatie.gouv.fr/en</a></li> <li>✓ Practical Information for KEDGE BS International Students (incl. International Student Handbook to be downloaded): <a href="http://www.kedgebs.com/en/practical-information">http://www.kedgebs.com/en/practical-information</a></li> <li>✓ Public transportation in Bordeaux <a href="http://www.infotbc.com">www.infotbc.com</a> and Marseille <a href="http://www.rtm.fr">www.rtm.fr</a></li> <li>✓ Bordeaux and surrounding area tourist information : <a href="http://www.bordeaux.fr">www.bordeaux.fr</a> ; <a href="http://www.bordeaux-tourisme.com">www.bordeaux-tourisme.com</a></li> <li>✓ Marseille and surrounding area tourist information: <a href="http://www.marseille-tourisme.com/en">www.marseille-tourisme.com/en</a> ; <a href="http://www.visitprovence.com/en">www.visitprovence.com/en</a></li> <li>✓ KEDGE BS International Students Facebook groups: <ul style="list-style-type: none"> <li>○ Bordeaux : <a href="https://www.facebook.com/groups/642428952489102/">https://www.facebook.com/groups/642428952489102/</a></li> <li>○ Marseille: <a href="https://www.facebook.com/groups/718924114797741/">https://www.facebook.com/groups/718924114797741/</a></li> </ul> </li> </ul>																															

