



www.ieseg.fr



EXCHANGE PROGRAM FACTSHEET 2021/2022

> One school, two campuses: Lille - Paris

IÉSEG SCHOOL OF MANAGEMENT

Established in Lille in 1964, within Université Catholique de Lille, France's largest private university, IÉSEG is now one of the top 10 business schools in France. It was ranked 8th by the Magazine *L'Étudiant/ L'Express* in its General Ranking and 3rd for Academic Excellence and International Excellence in French Business Schools 2021 ; ranked 32nd in the world in the *Financial Times* Global Masters in Management Rankings 2020.

The mission of the school is to prepare students to become complete, international managers who initiate change, and contribute to the development of responsible, innovative and enlightened organizations.

With 306 partner universities located in more than 75 countries, IÉSEG strives to create a truly international learning environment for its students, faculty and staff. IÉSEG currently hosts 6,100 students on its both campuses. 77% of IÉSEG faculty is international.

Programs are taught completely in English: we offer on both campuses a 3-year Bachelor Cycle covering the fundamentals of management followed by a 2-year Master in Management Cycle in which the students deepen their management knowledge and choose a major (**Grande École Program**).

ID Code (Erasmus partners only): F LILLE11



EMPOWERING CHANGEMAKERS FOR A BETTER SOCIETY



LILLE CAMPUS



Lille is the 3rd student city in France, French youngest and friendliest metropolis with a vibrant cultural scene and outstanding quality of life. It is the gateway to north-western Europe with 5 European capitals within a 250 km radius: IÉSEG is easily reached from Brussels (35 min), London (1h20) and Paris (1h). Landing at Paris Charles De Gaulle airport and taking the TGV fast train is the most convenient way to get to Lille (1 hour). You will discover a unique blend of European traditions, integrating the charm of French city life and with Northern European architecture and history.

The school has its own facilities at the heart of the beautiful Catholic University campus, next to the peaceful Jardin Vauban and within easy walking distance from student residences and the commercial and cultural centre of Lille. On 22,500 m² the campus has 26 lecture halls, 47 classrooms, 7 multimedia rooms, 2 trading rooms, 1 library, 1 cafeteria and rooms available for school associations.

We revealed a vast renovation and extension project of Lille campus to open in 2021: www.ieseg.fr/en/news/discover-the-ieseg-village-project-with-new-video/.

Address: 3, rue de la Digue, 59000 Lille FRANCE

Tel: +33 (0) 320.545.892 / **Fax:** +33 (0) 320.574.855

> Touristic information:

[Lille Tourist office](#)

[Lille timelapse](#) for a quick discovery of the city (Rijsel is the Flemish name of Lille)

[MEL promotion](#)

[10 good reasons](#) to choose Lille

[Lille Guide](#) (by Lille Tourist Office)

[Lille map](#)



PARIS CAMPUS



As France's capital, Paris is a major source of culture, history, fashion, food, and more. The city's rich cultural and historical base, coupled with its tendency to transform and develop, makes Paris an innovative and dynamic city. It was ranked 1st in the QS Best Student Cities Ranking 2015 and 2016.

Paris campus opened in 2009 in the heart of the business district of «La Défense» more precisely in the «Grande Arche», and was extended with a brand new building in September 2017. On the 16,500 m² the campus has 20 lecture halls, 40 classrooms, 3 multimedia centres, 1 trading room, 1 library, 2 cafeterias and rooms available for

school associations.

This prime location allows the school to reinforce its links with companies and build on its already excellent reputation nationally and internationally (1 500 companies). La Défense is itself a very important economic area: the campus is close to a big shopping centre, restaurants, snack bars, cinemas, and above a RER station (transportation), 45 minutes from TGV train station Gare du Nord, 55 minutes from Paris CDG airport.

Address: Socle de la Grande-Arche, 1, parvis de la Défense 92044 Paris-La Défense cedex FRANCE

Tel: +33 (0) 155.911.010 / **Fax:** +33 (0) 147.759.375

> Touristic information:

[Paris Tourist Office](#)

[Paris timelapse](#) for a quick discovery of the city

[10 reasons](#) to choose Paris (by Paris Tourist Office)

[Paris City Guide](#) (by Paris Tourist Office)

[Paris map](#)



INTERNATIONAL RELATIONS DEPARTMENT

CONTACT DETAILS



Mr Pascal AMEYE

p.ameye@ieseg.fr

*Associate Director –
International Relations
International Students
Services & Exchange
Programs*

> Management of International exchange programs, academic advisor, nominations and applications



Ms Coralie LEDUCQ

c.leducq@ieseg.fr

*Manager International
Services and
Exchange Programs*

> Requests before arrival, nominations & applications



Ms Mathilde LIÉNARD

m.lienard@ieseg.fr

*International Partner
Relations Coordinator
Assistant to Associate
Dean – International*

> Brochures, information package

> LILLE CAMPUS

INTERNATIONAL SERVICES COORDINATORS



Mr Damien LEROUGE

d.lerouge@ieseg.fr

> General requests, housing, visa renewal



Ms Justine HENNEBELLE

j.hennebelle@ieseg.fr

> General requests, orientation week coordination, OFII, CAF, housing subsidy

INTERNATIONAL EXCHANGE COORDINATORS



Ms Magali SMITH

(temporarily replacing Virginie LAMOUR)

m.smith@ieseg.fr

> Course registration



Mr Charles LEJAILLE

(temporarily replacing Marie MOLINARI)

c.lejaille@ieseg.fr

> Course registration

> PARIS CAMPUS

INTERNATIONAL SERVICES COORDINATORS



Ms Nikki MANNING

n.manning@ieseg.fr

> General requests, orientation week coordination



Ms Rodica DONOS

r.donos@ieseg.fr

> General requests, housing



Ms Elena DELOR

e.delor@ieseg.fr

> OFII & visa renewal, CAF Housing

INTERNATIONAL EXCHANGE COORDINATORS



Mr Paul BAROUH

p.barouh@ieseg.fr

or contact :

InternationalExchangeOfficers.Paris@ieseg.fr

> Course registration



Ms Ayse IMREN

a.imren@ieseg.fr

or contact :

InternationalExchangeOfficers.Paris@ieseg.fr

> Course registration

ACADEMIC CALENDAR 2021/2022

Semester 1 (Fall)

- > Arrival Date: last week of August
- > Preferred day: August 23, 2021
- > Mandatory Orientation week: August 24 to 28, 2021
- > Beginning and end of semester (including examination period): August 30 to December 18, 2021

Semester 2 (Spring)

- > Arrival Date: 1st week of January.
- > Preferred day: January 3, 2022
- > Mandatory Orientation week: January 4 to 8, 2022
- > Beginning and end of semester (including examination period): January 10 to May 28, 2022

www.ieseg.fr/en/programs/academic-calendar/
(choose Grande Ecole Program calendar)

Exchange students are requested to stay until the end of the scheduled exams. No special early exams can be arranged for them.

APPLICATION PROCEDURE FOR BOTH CAMPUSES

APPLICATION PROCEDURE

Students will choose which campus they will go to, Lille or Paris, in agreement with their home university (online choice).

APPLICATION DEADLINES

- > Semester 1 (August to December) and academic year: **May 31**
- > Semester 2 (January to May): **October 31**

INFORMATION MATERIALS

Factsheet and Course list are downloadable on our website: www.ieseg.fr under «International > Study @ IÉSEG in exchange»

ONLINE APPLICATION

Students are required to read the present “Exchange Program Factsheet” and then apply online on apply.ieseg.fr, click on “Exchange Program”, then select “Exchange Program” and follow the indicated procedure online. Here are the different steps:

- > Create their account (with a valid email address and password) ;
- > Start their application by entering their personal information (name, phone number etc.) ;
- > Answer a few questions (such as why they want to study at IÉSEG, professional/international experience etc) ;
- > Gather the following required documents and upload them on the application website: A photo (it will be used for IÉSEG student card: clear background, head and shoulders only. NO holiday or group photo!) + Official academic transcripts (grades obtained at university level) + A copy of their passport or ID card (for EU citizens if no passport) + A CV/resume
- > Digitally sign the application form ;
- > Check their email box : they have received the completed and signed application form including the empty Learning Agreement ;
- > Complete the Learning Agreement (list of courses they would like to take at IÉSEG) : they can complete it by hand or electronically, as they prefer
- > Have both the application form AND Learning Agreement signed by their Coordinator
- > Upload the application and learning agreement **as ONE PDF document** in the online application in the final step
- > Validate their application by clicking on “Submit my application”

 **Please note that students who do not apply ONLINE will not be enrolled in our program. Do not forget to click on “submit your application” at the end of the online process.**

No letter of acceptance will be issued as long as the students do not apply online and send the application and required documents.

NOMINATION AND APPLICATION (CANDIDATES TO BOTH CAMPUSES)

Please send them to : **Coralie LEDUCQ** (c.leducq@ieseg.fr) or **Pascal AMEYE** (p.ameye@ieseg.fr).

Nominations: please send student details (1st name, family name, gender, email address, citizenship, current level of studies (2nd year, 3rd year, etc.), current study program, Exchange Term (Fall or Spring), campus (Lille or Paris if already known).

No need to send us the application/documents by post or by email, everything is done online.

APPROVAL PROCESS

Once the application is approved by the IÉSEG academic advisor, we send an acceptance letter by email to the student, as well as IÉSEG Passport (guide for international students), and later on our housing application procedure.

The original acceptance letter is sent to partners for non EU students only for visa purpose, if applicable. We do not send the information package to students (it is downloadable from our website), but we send an arrival guide including the program of the orientation week prior to the beginning of the semester.

ACADEMIC INFORMATION

CAMPUS

Paris and Lille

ACADEMIC LEVELS OFFERED

Undergraduate and Graduate - within Grande École Program (only).

LANGUAGE OF INSTRUCTION

> Undergraduate and Graduate: **All business courses are offered in English**

> Working level of English is requested. No official test is required for partner universities' students.

LIST OF COURSES

A «list of courses available for exchange students» is downloadable on our website www.ieseg.fr under «International > Study @ IÉSEG in exchange »

We have been implementing **the redesign of our Grande Ecole Program (PGE)**, our flagship 5-year program in which we receive / send exchange students at Bachelor and Master level.

The redesign implies modifications in terms of course offer and choice for local students and incoming exchange students.

Fields of study:

ACC	Accounting	IBE	International Business and Economics	MIS	Management in Information Systems
DEV	Personal Development	ITC	Interculturality	MKT	Marketing
ECO	Economics	HRM	Human Resources Management	NEG	Negotiation
ENT	Innovation and entrepreneurship	LAN	Language	QMS	Quantitative Methods
FIN	Finance	LAW	Law	STR	Strategy and corporate social responsibility
				OPS	Operation Management

Please contact Pascal AMEYE (p.ameye@ieseg.fr) for further details.

COURSE LOAD

A regular semester load is 30 ECTS credits (European Credit Transfer System), and we accept a minimum of 20 ECTS from incoming exchange students. Make sure your students know how many credits they need to validate.

There are extensive (semester long) and intensive (week long) courses, and the number of contact hours varies from the format and the level of the course.

Courses vary between 1,5 and 6 credits, so they should take between 8 and 13 courses per semester to reach 30 ECTS.

A semester is 13/14 weeks; 1 ECTS credit is equivalent to twenty-five hours of work (including contact hours).

COURSE ENROLMENT

While every effort is made to ensure the accuracy of the information available at the time this course list is prepared, the institution reserves the right to make change at any time without prior notice.

Bachelor students have access to Bachelor courses (our Bachelor cycle is 3 years).

Students who will be in their 4th year of Bachelor cycle will have to choose between either our bachelor or master-level courses.

Master students have access to Master courses.

Courses are to be chosen within the Grande École Program ONLY.

Students will be able to see if there is any course overlap only during the mandatory orientation seminar with timetables available on our Intranet. Our academic advisors will help them with their course schedule.

Students should be prepared to select new courses if their initial requests are not available.

STUDENTS WITH DISABILITIES

Students with Disabilities should contact the MAH referent (Mission Accueil Handicap) to determine if there are academic accommodations that may be able to reduce their barriers in the academic environment (exam accommodations, learning resources, alternate text formatting, etc).

IÉSEG referents are listed on the website of the Catholic University of Lille: mah.univ-catholille.fr/.

■ GRADING SYSTEM

Grading scale goes from 0 to 20. Grades usually are the results from a mix of written and oral examinations, essays, research papers, attendance and class participation.

The lowest passing grade for exchange students is 10/20 for Bachelor and Master courses.

A note on grades is available on the transcript which is sent to the home university at the end of the student's stay.

■ TRANSCRIPTS

Transcripts are sent to partner universities only as PDF (Beginning February for Fall semester students; Beginning July for AY and Spring semester students). They are sent once students have approved by email the draft version of the online transcript and completed all the administrative procedures (payment of all required fees and books back to the library).

Please send transcripts of grades of IÉSEG students (from Lille/Paris campus) to **Pascal AMEYE** (p.ameye@ieseg.fr) or to:

IÉSEG School of Management

Mr Pascal AMEYE

Associate Director - International Relations

International Students Services and Exchange Programs

3 rue de la Digue

59000 Lille – FRANCE

■ FRENCH AS FOREIGN LANGUAGE

Courses for beginners, pre-intermediates, intermediates and Business French for advanced levels are offered each semester at no extra cost to our partner universities.

A French language test is scheduled during the orientation week.



HOUSING

HOUSING OFFER

IÉSEG provides different housing options: student and private residences, as well as private housing (private landlords). Once the student is accepted into IÉSEG Exchange program, we send him an electronic acceptance letter. He will receive housing details by email a few weeks later.

It is on a **first-come, first-served** basis. It will be more difficult to find housing on arrival, **so we greatly advise students to book housing as soon as we contact them.**

Leasing contracts are for a one semester period minimum.

(Fall: August 1 till December 31; Spring: January 1/2 till May 31/June 30)

If your stay in France includes January 1st, the French government (*Direction Générale des Impôts*) might ask you to pay “*taxe d’habitation*”. This council tax is mandatory and applicable to anyone, even if you moved or returned to your home country afterwards. Usually worth a month rent. Will depend on your type of housing / landlord.

Our International Services Coordinators will support students in this process, so do not hesitate to contact them for any question about housing or for assistance.

HOUSING INSURANCE

Students are required to subscribe an insurance to cover personal and civil liability. Coordinators will send information to students before arrival.

CAF HOUSING SUBSIDY

Incoming international students may be eligible for housing subsidy, based on their residence title and length of stay. The subsidy depends on the amount of rent, income, type of accommodation and its location (from €30 to €250/month). Students also need a French bank account. The month when they apply is lost (ex: if they apply in January, they will receive money from February).

Non-European citizens who have a visa with a « dispense temporaire de titre de séjour » mention or stay for less than 90 days are not eligible for CAF.

DO NOT PLAN your budget based on that financial help, as requests, if applicable, take a minimum of 2 months to be processed.

Our International Services Coordinators will support students in this process.

LILLE

> **Housing Offer:** On- and Off-campus housing in university and private residences, private housing (www.ieseg.fr/en/international/student-support-services-intl/housing/).

Contact: housinglille@ieseg.fr

> **Approximate Cost of Housing:** Between €450 and €800 per month, depending on type of housing and duration of stay (average of €600 per month).

PARIS

> **Housing Offer:** Off-campus housing in student and private residences, private housing (www.ieseg.fr/en/international/student-support-services-intl/housing/).

Contact: housingparis@ieseg.fr

> **Approximate Cost of Housing:** Between €500 and €1,200 per month, depending on type of housing and duration of stay (average of €850 per month).

ADDITIONAL INFORMATION

■ VISA

Non-European students must ask for a student long stay visa for studies (D visa), also called VLS-TS (visa de long séjour valant titre de séjour) to the French Consulate of their home country.

For stays less than 6 months, students may get a visa which exempts them from residence permit. In that case, they won't have any administrative formalities to complete upon arrival but the visa will prevent them from receiving the financial support for accommodation from the French Government. **Students should check with the Embassy what kind of visa they will receive and which possibilities this visa offers.**

Exception: Students coming for less than 90 days (due to academic trimester system in their home university) should ask for a Schengen visa.

For all questions about visa application, please check the [France Visas website](#).

You might also have to go through [the Campus France process depending on your country](#).

■ RESIDENCE TITLE

(OFII procedure - Office Français de l'Immigration et de l'Intégration)

In case non-European students have to apply for a residence title in France, we'll help them with the administrative procedure.

> **Cost:** fiscal stamp of €60 (to be paid once for the whole stay).

In case of extended period of study in France, the residence title will have to be renewed at extra costs.

■ HEALTH INSURANCE

> **European students** must ask for the European Health Insurance Card in their country. Quebec citizens must ask for the SE401 Q106. If European and Quebec citizens do not have these documents, they will have to process as non-Europeans.

> **Non-European students** (whatever their age) are obliged to register to the French health insurance, based on French Law. Coverage is from 1st of September till 31st of August at no cost, to be done once in France with our support. Students will be covered while they are in France. We also strongly encourage them to have an international insurance, covering them for travels, lost luggage, repatriation and civil liability.

For travels in Europe, our staff will provide students with complementary information. For those who stay a complete academic year, please bring a birth certificate (with «apostille» if applicable) for the registration to the French health insurance (will also be used for housing subsidy). No need for a French translation anymore.

Since February 2019, a new law has been implemented by the French government. **From September 2019 a new medical process is required for all new incoming international students upon arrival (with the exception of students from the European Union and those who have dual French nationality):** they should prepare a medical attestation from their doctor showing that they don't carry any contagious diseases, that her/his health condition does not reveal any contraindication to her/his exchange at IÉSEG, as well as the dates when important vaccines were done such as Diphtheria, tetanus, polio, whooping cough/pertussis, Hepatitis B, Chickenpox, Meningitis, Flu, Tuberculosis). This attestation will have to be sent by email to our Health Center (CPSU) before the orientation week and it will be opened by an official general practitioner/doctor. Depending on the situation, the Health Center may call students for a medical check. **The form to fill in will be sent by email to all students a few weeks before their arrival.**

■ INTERNATIONAL CLUB

IÉSEG "International Club" is an association of voluntary IÉSEG students who studied abroad. They organize trips, parties, language café, international diners, buddy program, etc. so students will take advantage of their time in France. This association is present on both campuses (subject to COVID related restrictions).

> **Lille:** Pick-up service upon arrival can be arranged by the IÉSEG "International Club". Arrival details in Lille (in Lille-Flandres or Lille-Europe train stations) to be sent to the following address ASAP: clubinternationallille@ieseg.fr. Available on the day prior the orientation week only.

> **Paris:** CDG and Orly airports are quite well connected to the city of Paris and its suburbs through RER and bus network (clubinternationalparis@ieseg.fr).

BUDGET 2021/2022

COST OF LIVING IN LILLE

Between €895 and €1,325 (EUR) per month:

- > Accommodation: from €450 to €800
- > Food: €200
- > Transport: €80 (rather leisure)
- > Electricity: €45
- > Phone & Internet: €20 to €50
- > Personal: €100

Don't forget:

- > Residence permit / OFII fiscal stamp: €60
- > Housing deposit (1 month rent) - Housing admission fee
- > Insurance on accommodation - €59 per year for a studio/T1
- > Possible "taxe d'habitation" (council tax): 1 month rent
- > TGV to Paris - €20 to €50 one way
- > Books and materials: €50

You will get reduced prices with your IÉSEG student card for the movies, museum, train station, bus pass, etc.

Food:

- > In university residences, breakfast is provided and included in the rent.
- > IÉSEG students have access to IÉSEG cafeteria and to subsidized meals in all university cafeterias throughout France.
- > Students pay on a per-meal basis (full meal at the cafeteria: €3.25) plus AEU card €11 (to be paid once): www.aeu.asso.fr.

COST OF LIVING IN PARIS

Between €1,170 and €1,900 per month:

- > Accommodation: from €500 to €1,200
- > Food: €300
- > Transport: €150
- > Electricity: €50
- > Phone & Internet: €20 to €50
- > Personal: €150

Don't forget:

- > Residence permit / OFII fiscal stamp: €60
- > Housing deposit (1 month rent) - Housing admission fee
- > Insurance on accommodation - €59 per year for a studio/T1
- > Possible "taxe d'habitation" (council tax): 1 month rent
- > Books and materials: €50

You will get reduced prices with your IÉSEG student card for the movies, museum, train station, bus pass, etc.

Food:

- > IÉSEG students have access to IÉSEG cafeteria and to subsidized meals in all university cafeterias throughout France.
- > Students pay on a per-meal basis. A full meal at the cafeteria costs €5. There is a big shopping centre outside the Grande Arche with many fast-foods and restaurants.

For further details, please refer to our IÉSEG information for incoming exchange students available on: www.ieseg.fr/en/international/study-at-ieseg-in-exchange/

Official updates about the COVID situation in France and what to do before entering the French territory: www.campusfrance.org/en/travel-to-france-information-for-international-students-and-researchers and diplomatie.gouv.fr/en/coming-to-france/coronavirus-advice-for-foreign-nationals-in-france/

ACCREDITATIONS AND LABELS



IÉSEG IS MEMBER OF

