



## **FACT SHEET ESSEC GLOBAL BBA 2015/2016**



FRANCE

**COUNTRY : FRANCE**

**NAME OF INSTITUTION:**

ESSEC BUSINESS SCHOOL

GLOBAL BBA

*ERASMUS CODE: F CERGY 03*

**VISITING ADDRESS**

GLOBAL BBA

ESSEC Business School

3 avenue Bernard Hirsch

95000 CERGY-PONTOISE

### **MAILING ADDRESS**

ESSEC Global BBA  
3 avenue Bernard Hirsch - CS 50105  
95021 CERGY-PONTOISE CEDEX  
FRANCE

**Dean, ESSEC GLOBAL BBA**

Mr. Hugues LEVECQ

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**OVERALL RESPONSIBILITY FOR EXCHANGES, PARTNERSHIPS, INSTITUTIONAL AGREEMENTS and ERASMUS BILATERAL AGREEMENTS**

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### **ESSEC GLOBAL BBA - GLOBAL EDUCATION OFFICE**

**Incoming & Outgoing Exchange Students:**

Mrs Véronique FÉRE – Miss Jenny KARANFIL – Mrs Marjorie HAUGOU

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**Website for more information:** <http://www.essec.edu/bba>

FAQs and practical info: <http://www.essec.edu/student-life/studying-in-france.html>

**ACADEMIC CALENDAR 2015/2016 :**

	<b>FALL SEMESTER 2015</b>	<b>SPRING SEMESTER 2016</b>
<b>Mandatory Arrival days</b>	24th and 25 <sup>th</sup> August 2015	23rd and 24 <sup>th</sup> February
<b>Orientation session</b>	26 <sup>th</sup> and 27 <sup>th</sup> August 2015 Mandatory "Imagination week" session : 31 <sup>st</sup> August - 4 <sup>th</sup> September	25 <sup>th</sup> - 26 <sup>th</sup> February And 29 <sup>th</sup> February
<b>Start of classes</b>	7 <sup>th</sup> September	7 <sup>th</sup> March (except Intl Negociation seminar : 1 <sup>st</sup> till 3 <sup>rd</sup> March)
<b>End of classes</b>	5 <sup>th</sup> December inclusive	1 <sup>st</sup> June
<b>Exams</b>	7 <sup>th</sup> to 19 <sup>th</sup> December inclusive	2nd to 10 <sup>th</sup> June
<b>ONLINE NOMINATION by coordinators</b> Partner coordinators will be sent information nearer the time	<b>23<sup>rd</sup> March- 23<sup>rd</sup> April 2015</b>	9 <sup>th</sup> October – 31 <sup>st</sup> October tbc
<b>ONLINE APPLICATION by students Academic and Housing</b> Partner coordinators will be sent information nearer the time	<b>30<sup>th</sup> April- 15<sup>th</sup> June 2015</b>	5 <sup>th</sup> November – 30th November tbc

**ACADEMIC AND HOUSING PACKS WILL BE AVAILABLE TO DOWNLOAD:**

- Fall Semester: 27th April 2015
- Spring Semester: 4<sup>th</sup> November 2015 tbc

**\*\*\*NEW UPLOAD SYSTEM ON THE ONLINE APPLICATION\*\*\***

**ALL DOCUMENTS SHOULD BE UPLOADED IN THE ONLINE APPLICATION** (link to apply online sent directly to the students by email):

1. Identity photograph - passport size (JPEG is **mandatory**)
2. TOEFL Score (min. 80 iBT), IELTS (min. 6) or equivalent certificate (PDF)  
*Exceptions for English mother-tongue speakers*
3. Scanned copy of your passport - information page (PDF)  
*Copy of ID card can be accepted for EU citizens.*

**DOCUMENTS REQUIRED FOR THE STUDENT'S HOUSING APPLICATION:**

- ALEGESSEC Membership form + photo
- Housing contract
- Deposit transfer
- Copy of passport



- Non-EU students: Birth certificate translated into French by a **sworn translator** (MANDATORY for applying to the 'APL' housing subsidies upon arrival – more information on <http://www.essec.edu/student-life/studying-in-france.html>)

### **COURSES :**

Please consult our [essec.edu](http://www.essec.edu) website for the course catalogue, more information and FAQs

*ESSEC GLOBAL BBA Website:* <http://www.essec.edu/bba>

(international exchange-academic info) <http://www.essec.edu/programs/bachelor-in-business-administration/international-exchange/academic-info.html>



## GRADING AT ESSEC GLOBAL BBA

Courses are graded 40% on continuous assessment and 60% on the final exam.

At ESSEC, the grading scale is from 1 to 20. 10 is considered the minimum pass mark. In practice, grades range from 7 to 16.

On the ESSEC GLOBAL BBA programme, we use a grading scale from 1 – 20, with 20 being the highest possible grade. 10 is the acceptable pass grade in each subject and a grade below 10 indicates that the student has not achieved a satisfactory level in that subject. On the other hand, it is very rare for students to obtain a grade of 20 and a grade of 16 and above is considered to be excellent.

Our grades relate to the European ECTS grading scale as follows:

Grade	BBA Grade	Definition
A	16-20	EXCELLENT : Outstanding performance
B	14-15	VERY GOOD : above the average standard but with some errors
C	12-13	GOOD : generally sound work with a number of notable errors
D	11	SATISFACTORY : fair but with significant shortcomings
E	10	SUFFICIENT: performances meets the minimum criteria
F	0-9	FAIL : considerable further work is required

Transcripts are sent to home university coordinators usually at the end of January or early February (Fall semester) and end July (Spring semester). Please note that we do not convert our grades for international universities. Each partner university will convert the grades obtained by its students according to its own criteria. A detailed explanation of ESSEC GLOBAL BBA's grading system is sent systematically to the home university with the transcripts.

**Re-Sit Exams** There are no re-sit exams for exchange students at ESSEC GLOBAL BBA (except in the case of illness, justified by a doctor's note). Only Double Degree students are eligible for re sits.

**ACCOMMODATION:**  
**ALEGESSEC RESIDENCES**

ESSEC can accommodate students in one of three residences, *Foyer des Linandes*, *Foyer de Cergy-Le Haut* or the brand new *Résidence du Port*. These residences are located off-campus, but they are owned and run by the Groupe Essec and provide a safe environment and a high standard of accommodation. Rooms are about 18 m<sup>2</sup>, with all the necessary furniture (bed, closet, etc.) and electrical appliances. Each room has a broadband Internet connection.



Please consult the ESSEC website to find out more about the rooms available in these two residences  
<http://www.essec.edu/student-life/housing/alegessec.html>

For the 2013-2014 academic year, rent ranges from 490-**760€\*\*** per month without the APL Housing subsidy\*, or this could be reduced by over 100 euro with the APL Housing subsidy\*, and is paid by standing order between the 5th and the 10th of each month. A fee of 15 euro per month is included for the new high-speed internet connection. In order to reserve accommodation, a deposit of around 1080 € must be paid by bank transfer when the housing application forms are sent.  
(\*this fee is revised annually in August).

**\*APL Housing subsidy: Who is eligible for the APL Housing subsidy?**

Students in France are entitled to a housing subsidy which can substantially reduce their monthly rent. International students may also benefit from this housing subsidy, but in order to qualify, you must fulfil certain conditions and be able to apply for a Carte de Séjour (residence permit). The Alegessec will require proof of your eligibility for the 'APL' subsidy as soon as you arrive to register. Your eligibility depends on your nationality, so please read these details carefully:

- Students who are nationals of one of the member states of the European Union: on proof of nationality (i.e. a valid European Union passport), you are eligible for the APL subsidy if you fulfil certain financial conditions.
- Students from non EU countries: you must be able to apply for and obtain a '**carte de séjour**' (**OFII label**) in order to qualify for the APL. This means that you must obtain a visa which does **NOT** state '*dispense de carte de séjour*'. In the past, students from countries such as the USA, Mexico, Singapore, Korea and Canada have had difficulty in obtaining a visa which enables them to apply for the '*carte de séjour*', especially if they are only coming to study at ESSEC for one semester. The Alegessec lists exactly what they need in the "Housing Pack" or consult the FAQs (link given on the next page).

**Alegessec Housing:** <http://www.essec.edu/student-life/housing/alegessec.html>  
Email : [Alegessec-gestion@essec.fr](mailto:Alegessec-gestion@essec.fr)

## **BUDGET:**

### ***-French “Sécurité Sociale” (Medical Cover)***

International students who enrol in a French educational institution **for more than 3 months as of 1<sup>st</sup> October of the academic year** are **legally obliged** to enrol in the **French Social Security Healthcare system**, known as ‘*La Sécurité Sociale*’.

Please note that this is a ruling recently imposed by the French government and not by ESSEC.

The enrolment costs **around 215€** and can be paid in cash or by credit card when you arrive at ESSEC. This amount is revised annually in August.

**The rules are different depending on your nationality and the length of your stay in France:**

**EU students:** are covered by the European Health Card.

### **Non EU students:**

- ***Fall semester:*** one-semester exchange students must have their own Private Medical Insurance as they do not qualify for the French *Sécurité Sociale*.
- Spring semester, Full Year students or Double Degree non-EU students: mandatory enrolment in the French Social Security system.

### ***-Textbooks/School Supplies***

Purchasing textbooks at ESSEC is not essential. Most professors provide the necessary reading materials in class, in the form of handouts, PowerPoint slides or readable CD’s. However, there may be some classes where textbooks are needed but students can share the cost of textbooks. Notebooks, pens, etc, can be purchased in France at no great cost. Count on a maximum of 100 Euro for stationery and textbooks.

### ***-Transportation***

Local transport tickets in Cergy cost 2€ each or you can purchase a book of 10 tickets for 14 euro. A train ticket into Paris and back to Cergy costs about 7-8€. The local transport in Cergy is very good – from the Cergy le Haut residence, the students can take RER A to the campus (7 minutes), and from Linandes there is a regular bus service (Stivo). The journey on foot from Le Port residence to the campus takes around 5 minutes. Students can also purchase a monthly pass called “Navigo” for all transports in Cergy, costing approximately 100€ per month.

From Paris the return trip costs around 7€.

### ***-Food/Groceries***

You can count on a weekly shopping bill of around 50-60 Euros. There are supermarkets located within walking distance of the residences.



### **VISA:**

European students (from the European Community) do not need to apply for a French visa. Non European students have to check with the French Embassy in their home country.

### ***FAQs, visas, healthcare and other practical information:***

<http://www.essec.edu/student-life/studying-in-france.html> - Email : [iso@essec.fr](mailto:iso@essec.fr)

### **ACTIVITIES FOR INTERNATIONAL STUDENTS:**

**Students' associations** organize various activities for International Students, including a welcome lunch and there is usually a trip to Paris after the Orientation Session. In the past, they have organized shopping trips to Paris, a trip to Paris' most famous flea market, parties at one of the capital's most fashionable clubs and various international evenings. There is a very active students' union at ESSEC and there are events most weeks.

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**Website ESSEC GLOBAL BBA:** <http://www.essec.edu/bba>