**Fact Sheet 2017-2018**
KEDGE Business School, France

**Name of the school**
KEDGE Business School

**Dean**
Mr José MILANO
Mrs Anne-Catherine GUITARD

**Director of International Operations & Relations**
Mr Pascal VIDAL

**Associate Dean Academic programmes**
Mrs Nathalie HECTOR

**Director of Pre-experience programmes**

**General website**
[https://student.kedge.edu/](https://student.kedge.edu/)
[https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information](https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information)

**Erasmus code**
F BORDEAU 57

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### International Student Office

**Bordeaux Campus**
- **Mailing address**: 680 cours de la Libération, 33405 Talence Cedex (France)
- **Telephone**: +33 (0) 556 84 55 55
- **Fax**: +33 (0) 556 84 55 00
- **Email address**: incoming.bordeaux@kedgebs.com

**Marseille Campus**
- **Mailing address**: Rue Antoine Bourdelle, Domaine de Luminy BP 921, 13288 Marseille Cedex 9 (France)
- **Telephone**: +33 (0) 491 827 800
- **Fax**: +33 (0) 491 827 851
- **Email address**: incoming.marseille@kedgebs.com

**Toulon Campus**
- **Mailing address**: Campus de la Grande Tourrache, 450 av François Arago, CS 90262, 83078 Toulon Cedex 9 (France)
- **Telephone**: +33 (0) 494 918 262
- **Fax**: +33 (0) 494 918 251
- **Email address**: francoise.jegou@kedgebs.com

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### Head of International Student Office

**Ms Laurence BOITEUX**
Tel. +33 (0) 556 842 272
Mob +33 (0) 675 513 757
laurence.boiteux@kedgebs.com
(office in Bordeaux)

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### Campus Referee

**Ms Marie ACKER**
Bordeaux Office Manager
Tel. +33 (0) 556 84 63 32
marie.acker@kedgebs.com

**Ms Frédérique FERRET-MARY**
Marseille Office Manager
Tel. +33 (0) 491 82 79 29
frederique.ferret-mary@kedgebs.com

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### Incoming Students

**For International students coming to Kedge BS**

**Ms Maurine ALANORE**
Coordinator
All incoming students
Tel. +33 (0) 556 84 63 17
incoming.bordeaux@kedgebs.com

**Ms Nataliia LECLERCQ**
Coordinator
All incoming students
Tel. +33 (0) 491 82 79 78
incoming.marseille@kedgebs.com

**Ms Françoise JEGOU**
Coordinator
All incoming students
Tel. +33 (0) 494 918 262
francoise.jegou@kedgebs.com
### KEDGE BS Outgoing students

<table>
<thead>
<tr>
<th>For KEDGE students to Partner Universities and Overseas Campuses</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ms Isabelle CONRAD</strong>&lt;br&gt;Coordinator (office in Bordeaux)&lt;br&gt;Asia (Singapore &amp; Vietnam), North America (except USA) &amp; Oceania&lt;br&gt;Tel. +33 (0) 556 84 63 14&lt;br&gt;<a href="mailto:outgoing@kedgebs.com">outgoing@kedgebs.com</a></td>
</tr>
<tr>
<td><strong>Ms Isabelle MORENO</strong>&lt;br&gt;Coordinator (office in Bordeaux)&lt;br&gt;Africa, Middle-East, Eastern &amp; Western Europe&lt;br&gt;Tel. + 33 (0) 556 84 22 51&lt;br&gt;<a href="mailto:outgoing@kedgebs.com">outgoing@kedgebs.com</a></td>
</tr>
</tbody>
</table>

### Suzhou Campus and International Seminar

<table>
<thead>
<tr>
<th>For KEDGE students to Suzhou campus And for Overseas campuses students to Kedge BS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bordeaux Campus</strong>&lt;br&gt;Ms Sophie DE SAINT AUBERT&lt;br&gt;Project Manager&lt;br&gt;Suzhou Campus students&lt;br&gt;Tel. +33 (0) 556 84 55 86&lt;br&gt;<a href="mailto:sophie.desaintaubert@kedgebs.com">sophie.desaintaubert@kedgebs.com</a></td>
</tr>
</tbody>
</table>

### KEDGE BS Assistant Coordinator

| Ms Laure DEBUISSON<br>Projects Coordinator (office in Bordeaux)<br>All outgoing students<br>Tel. + 33 (0) 556 84 63 46<br>laure.debuisson@kedgebs.com | Ms Nazli OUBADI<br>Outgoing Coordinator (office in Marseille)<br>Asia (except China, Singapore & Vietnam) & India<br>Tel. +33 (0) 491827915<br>outgoing@kedgebs.com | Ms Camille SAUBIETTE<br>Incoming Coordinator (office in Bordeaux)<br>All incoming students<br>Tel. + 33 (0) 556 84 55 04<br>incoming.bordeaux@kedgebs.com |

### Short-Term programmes

| Mr Damien COSTELLO<br>Manager – International Projects & Development, Marseille Campus<br>Tel. +33 (0) 491 827 316<br>Mob. +33 (0) 607 974 253<br>Damien.costello@kedgebs.com | Ms Catherine ROSSINES<br>Coordinator, Marseille Campus<br>Tel. +33 (0) 491 827 904 / Tel. +33 (0) 491 827 978<br>short-terms@kedgebs.com | Ms Carla GODOY<br>Coordinator, Bordeaux Campus<br>Tel. +33 (0) 56846339<br>Mob. +33 (0) 680512682<br>short-terms@kedgebs.com |

### International Development Department

| Ms Cynthia ZOUBIR<br>Head of International Development<br>Tel.+33 (0)491 827 965<br>cynthia.zoubir@kedgebs.com | Ms Florence MOREL<br>International Development Manager<br>Tel. +33 (0)491 827 856<br>florence.morel@kedgebs.com |  |
### Nomination/Application Procedure:

<table>
<thead>
<tr>
<th>First Semester – Fall 2017</th>
<th>Second Semester – Spring 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester dates</strong></td>
<td><strong>Semester dates</strong></td>
</tr>
<tr>
<td>September – December</td>
<td>January – early June</td>
</tr>
<tr>
<td><em>Including orientation days</em> &amp; examinations</td>
<td><em>Including orientation days</em> &amp; examinations</td>
</tr>
<tr>
<td>For exact calendar, please refer to the Programme Annex document</td>
<td>For exact calendar, please refer to the Programme Annex document</td>
</tr>
<tr>
<td><strong>Nomination Deadline</strong></td>
<td><strong>Application Deadline</strong></td>
</tr>
<tr>
<td>April 15th, 2017</td>
<td>June 4th, 2017</td>
</tr>
<tr>
<td><strong>Application Deadline</strong></td>
<td><strong>Second Semester – Spring 2018</strong></td>
</tr>
<tr>
<td>September 15th, 2017</td>
<td>October 15th, 2017</td>
</tr>
</tbody>
</table>

####Nomination procedure

For the **Bordeaux** and **Marseille** Campuses:
Students must be nominated on the following website: [https://nominations.kedgebs.com/](https://nominations.kedgebs.com/)
KEDGE BS will send to each Partner University a personal login and password to access the nomination website.

For the **Toulon** Campus:
The Partner University will send by email the nominated students’ list to francoise.jegou@kedgebs.com (please use the KEDGE BS Nomination Form provided)
- Students’ gender, first and last names
- Birth date
- Email address
- Number of semesters completed by the students before arrival at KEDGE
- Period of study
- KEDGE BS campus to which the student is selected (Bordeaux, Marseille, Toulon)

####Application procedure & required documents

Once nominated by their home institution, applicants to **Bordeaux** and **Marseille** will automatically receive an email with instructions on how to access the application form and the link to our online application [https://exchange.kedgebs.com/](https://exchange.kedgebs.com/)

Applicants to **Toulon** will fill in a paper application form.

Students (nominated to any Kedge BS Campuses) can start preparing their documents as they will have to upload on the online application the following required documents:
- Copy of passport (non-EU and EU students) or national identity card (EU students only)
- 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 TOEIC score copy (minimum 785) – 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 (or letter from the home institution) stating that the student has a minimum a B2 level according to the European Common Framework of Reference.

####Acceptance Letters

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.

####Health Insurance

In order to be registered at KEDGE BS, the students will have to provide one of the following health insurance certificates once they receive their login and password on Campus Virtuel [https://campus.kedgebs.com](https://campus.kedgebs.com)

**Students coming from an European Union Institution:** copy of the European Health Insurance Card

- 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

  - Students from Québec: copy of the SE-401-Q-106 form
  - Students being 28 or older on September 30th of the 2017/2018 academic year: proof of a health insurance with **unlimited coverage** for medical expenses and hospitalisation during his/her stay in France
  - Students registered at KEDGE BS for less than 3 months (according to Kedge BS academic calendar, including orientation session and final exam date): EU insurance card or proof of a health insurance with **unlimited coverage** for medical expenses and hospitalisation during his/her stay in France
  - 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 (€217 on 2017-2018). The coverage will be valid from Sept 1st for one full year (until August 31st N+1).

*We remind you that the orientation session is compulsory for all international students*
### Level / Courses / Programmes offered

<table>
<thead>
<tr>
<th>Bordeaux Campus:</th>
<th>Marseille Campus:</th>
<th>Toulon Campus:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduate</strong></td>
<td><strong>Graduate</strong></td>
<td><strong>Graduate</strong></td>
</tr>
<tr>
<td>- KEDGE Bachelor (2nd year Bachelor students)</td>
<td>- Programme Grande Ecole (&quot;Master in Management&quot;)</td>
<td>- Ingénieur d’Affaires</td>
</tr>
<tr>
<td>- Programme Grande Ecole (&quot;Master in Management&quot;) (3rd and 4th year Bachelor students)</td>
<td>- EBP International (open to EBP International partner institutions only)</td>
<td>- KEDGE Design School</td>
</tr>
<tr>
<td><strong>Graduate</strong></td>
<td>- MS/MSc (open to MS/MSc partner institutions only)</td>
<td>- MS/MSc</td>
</tr>
<tr>
<td>- Programme Grande Ecole (&quot;Master in Management&quot;)</td>
<td>- MS/MSc (open to MS/MSc partner institutions only)</td>
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</tr>
<tr>
<td>- EBP International (open to EBP International partner institutions only)</td>
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</table>

**List of courses, Course Load, Language of Instruction, Academic Calendar, Course Registration Procedure:** please download the corresponding Programme Annexes on: https://student.kedge.edu/exchange-programmes/academic-information

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**Overview of academic programmes** offered on the Bordeaux, Marseille and Toulon campuses, according to the level that the students would be during their mobility period at KEDGE Business School:

- **Courses taught in French are offered**
- **Courses taught in English are offered**
- The number of credits offered in this language is of less than 30 ECTS

**FALL** = September – December

**SPRING** = January – June

### Overview of academic programmes

#### BORDEAUX CAMPUS

<table>
<thead>
<tr>
<th>2nd year Bachelor students</th>
<th>3rd year Bachelor students</th>
<th>4th year Bachelor students</th>
<th>Master students</th>
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</thead>
<tbody>
<tr>
<td>FALL</td>
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<td>FALL</td>
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<td>SPRING</td>
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<td>SPRING</td>
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</tbody>
</table>

#### MARSEILLE CAMPUS

<table>
<thead>
<tr>
<th>2nd year Bachelor students</th>
<th>3rd year Bachelor students</th>
<th>4th year Bachelor students</th>
<th>Master students</th>
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</thead>
<tbody>
<tr>
<td>FALL</td>
<td>FALL</td>
<td>FALL</td>
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<tr>
<td>SPRING</td>
<td>SPRING</td>
<td>SPRING</td>
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</tbody>
</table>

#### INTERNATIONAL CAMPUS

<table>
<thead>
<tr>
<th>2nd year Bachelor students</th>
<th>3rd year Bachelor students</th>
<th>4th year Bachelor students</th>
<th>Master students</th>
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</thead>
<tbody>
<tr>
<td>FALL</td>
<td>FALL</td>
<td>FALL</td>
<td>FALL</td>
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<tr>
<td>SPRING</td>
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</tr>
</tbody>
</table>

#### Programme Grande Ecole ("Master in Management")

<table>
<thead>
<tr>
<th>2nd year Bachelor students</th>
<th>3rd year Bachelor students</th>
<th>4th year Bachelor students</th>
<th>Master students</th>
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</thead>
<tbody>
<tr>
<td>FALL</td>
<td>FALL</td>
<td>FALL</td>
<td>FALL</td>
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<tr>
<td>SPRING</td>
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### Short Term Programmes

**Marseille Campus**

- **Talent Management & Corporate Social Responsibility** (June 5 - 16, 2017)
- **Sport Marketing & Strategic Management** (June 16 - 30, 2017)
- **International Business & Sustainable Development** (June 26 - July 14, 2017)
- **Cross Cultural Negotiation & Operations Management** (July 3 - 25, 2017)

Application deadline: April 30, 2017

Visit our [Website](#) and contact us on short-terms@kedgebs.com

### Short Term Programmes

**Bordeaux Campus**

- **French value creation and brand management, applied to wine and spirits** (June 26 – 30, 2017)
- **Management of innovation and digital application** (July 3 – 7, 2017)

Application deadline: April 30, 2017 (can be extended)

Visit our [Website](#) and contact us on short-terms-bordeaux@kedgebs.com
### Practical Information

#### Visa

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](https://www.campusfrance.org): Algeria, Argentina, Benin, Brazil, Burkina Faso, Cameroon, Chile, China, Colombia, Comores, Congo Brazzaville, Côte d’Ivoire, Egypt, Gabon, Guinea, India, Indonesia, Iran, Japan, Lebanon, Madagascar, Mali, Mauritania, Mauritius, Mexico, Morocco, Peru, Russia, Senegal, South Korea, Taiwan, Tunisia, Turkey, USA, Vietnam.

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.

**Be careful, start applying for your visa quickly, the visa procedure can be really long.**

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.

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#### International Students Associations

The [Interact](https://www.interact.org) (in Marseille), [Melting Potes](https://www.meltingpotes.com) (in Bordeaux) and Welcome (in Toulon) student associations support the International Student Office in facilitating the integration of international students at KEDGE BS throughout the year by organising events and providing support to the Students.

They will automatically contact the International Students before their arrival at KEDGE BS.

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#### Pick-up assistance and support upon arrival

Interact (in Marseille), Melting Potes (in Bordeaux) and Welcome (in Toulon) will offer a pick-up service at the beginning of each semester.

- **In Bordeaux**, the service is offered from Bordeaux-Mérignac Airport or Bordeaux-St Jean train station.
- **In Marseille**: the service is available from the Marseille Saint-Charles train station (downtown). From the airport, students need to take a bus shuttle - 8.20€ approx., which will drive them to the Saint-Charles train station.
- **In Toulon**, the service is available from Toulon train station (downtown) or from Toulon-Hyères airport.

Pick-up reservations will have to be made in advance. More information will be sent to the students before their arrival.

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#### Accommodation

**Bordeaux Campus:**

- ☑️ On-Campus  ☑️ Off-Campus
- It is strongly recommended to book accommodation before arrival.

A link to an online housing application is sent to all incoming students in due time.

**On-Campus:**

The school does not own dormitories on the Bordeaux campus but works in close contact with Domofrance that runs a student residence located On Campus. Nevertheless, places are very limited (especially during the Fall semester) and only cover 5% of the exchange student’s demand.

We cannot guarantee that all international students will be living on-campus

**Off-Campus**

We work with state-owned residences, private residences, and private landowners in Talence, Bordeaux, and the surrounding area. Places are also very limited for International students.

The office and a student association Melting Potes provide assistance for housing searches.

For more information on housing options, please download the “Bordeaux Campus International Students Handbook” on: [https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information/bordeaux](https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information/bordeaux)

**Housing Support Contact:**

logementbordeaux@kedgebs.com  
+33 (0) 556 84 63 26

**Marseille Campus:**

- ☑️ On-Campus  ☑️ Off-Campus

Students are eligible to register for on-campus housing or are given assistance in finding off-campus accommodation.

A link to an online housing application is sent to all incoming students in due time.

**On-Campus:**

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.

**Off-Campus**

As spaces in on-campus residences are limited many international students live off-campus. The office provides assistance for off-campus accommodation.

For more information on housing options, please download the “Marseille Campus International Students Handbook” on: [https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information/marseille](https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information/marseille)

**Housing Support Contact:**

logementmarseille@kedgebs.com  
+33 (0) 491 82 73 14
Toulon Campus:

 On-Campus  Off-Campus

Students are eligible to register for on-campus housing or are given assistance in finding off-campus accommodation. A link to an online housing application is sent to all incoming students in due time.

On-Campus: Hall of residence on the Campus. We cannot guarantee that all international students will be living on-campus.

Off-Campus: The Welcome Association provides assistance for off-campus accommodation.

Students are also invited to join the Facebook group on which several offers can be posted from other KEDGE BS Students: [https://www.facebook.com/kedgebs.toulon?ref=ts&fref=ts](https://www.facebook.com/kedgebs.toulon?ref=ts&fref=ts)

Contact information: Francoise.jegou@kedgebs.com / 33 (0)4 94 91 82 62

### Estimated Expenses (in euros)

<table>
<thead>
<tr>
<th></th>
<th>Bordeaux</th>
<th>Marseille</th>
<th>Toulon</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monthly fees</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Accommodation</strong></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>
<td>350€ to 700€ (depending on location, size and length of the stay)</td>
</tr>
<tr>
<td>Food</td>
<td>250 €</td>
<td>250 €</td>
<td>250 €</td>
</tr>
<tr>
<td>Public Transportation</td>
<td>40 €</td>
<td>40 €</td>
<td>40 €</td>
</tr>
<tr>
<td>Personal Expenses</td>
<td>150 €</td>
<td>150 €</td>
<td>150 €</td>
</tr>
<tr>
<td><strong>One-time fees upon arrival</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Insurance Plan (for the students concerned - see Health Insurance paragraph)</td>
<td>Approx. 217 €</td>
<td>Approx. 217 €</td>
<td>Approx. 217 €</td>
</tr>
<tr>
<td>OFII registration (for the students holding a visa with the mention: CESEDA R311-3 9°)</td>
<td>Approx. 60 €</td>
<td>Approx. 60 €</td>
<td>Approx. 60 €</td>
</tr>
<tr>
<td>International Students Association (optional)</td>
<td>15 euros</td>
<td>To be confirmed</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Students are usually not required to buy books.
Miscellaneous

- Personal laptop strongly recommended (compulsory for most courses)
- Public transportation
  - in Bordeaux [www.infotbm.com](http://www.infotbm.com)
  - in Marseille [www.rtm.fr](http://www.rtm.fr)
  - in Toulon [www.reseaumistral.com](http://www.reseaumistral.com)
- Tourist information
- KEDGE BS International Students Facebook groups:
  - Bordeaux: [https://www.facebook.com/groups/642428952489102/](https://www.facebook.com/groups/642428952489102/)
  - Marseille: [https://www.facebook.com/groups/718924114797741/](https://www.facebook.com/groups/718924114797741/)