



Name of the school KEDGE Business School
Dean Mr José MILANO
Director of International Operations & Relations Mrs Anne-Catherine GUITARD
Associate Dean Academic programmes Mr Pascal VIDAL
General website <https://student.kedge.edu/>
International Student Office website <https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information>
Erasmus code F BORDEAU 57

	Bordeaux Campus	Marseille Campus	Toulon Campus
Mailing address	680 cours de la Libération 33405 Talence Cedex (France)	Rue Antoine Bourdelle Domaine de Luminy BP 921 13288 Marseille Cedex 9 (France)	Campus de la Grande Tourrache, 450 av François Arago CS 90262 83078 Toulon cedex 9 (France)
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Fax	+33 (0) 556 845 500	+33 (0) 491 827 851	+ 33 (0) 494 918 251
Email address	incoming.bordeaux@kedgebs.com	incoming.marseille@kedgebs.com	francoise.jegou@kedgebs.com

International Student Office

	Bordeaux Campus	Marseille Campus	Toulon Campus
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)		
Campus Referee	Ms Laurence BOITEUX Tel. +33 (0) 556 842 272 Mob + 33 (0) 675 513 757 laurence.boiteux@kedgebs.com	Ms Frédérique FERRET-MARY <i>Marseille and Toulon Office Manager</i> Tel. + 33 (0) 491 827 929 frederique.ferret-mary@kedgebs.com	

	Incoming Students		
	Bordeaux Campus	Marseille Campus	Toulon Campus
For International students coming to KEDGE Business School	Ms Maurine ALANORE <i>Coordinator</i> All incoming students Tel. +33 (0) 556 84 63 17 incoming.bordeaux@kedgebs.com	Ms Nataliia LECLERCQ <i>Coordinator</i> All incoming students Tel. + 33 (0) 491 827 978 incoming.marseille@kedgebs.com	Ms Françoise JEGOU <i>Coordinator</i> All incoming students Tel + 33 (0) 494 918 262 francoise.jegou@kedgebs.com

KEDGE BUSINESS SCHOOL Outgoing students			
For KEDGE students to Partner Universities and Overseas Campuses	<p>Ms Isabelle CONRAD Coordinator (office in Bordeaux) Asia (Singapore & Vietnam), North America (except USA) & Oceania Tel. + 33 (0) 556 846 314 outgoing@kedgebs.com</p>	<p>Ms Corinne MARCELLI Coordinator (office in Marseille) Southern Europe & South America Tel. +33 (0) 491 827 908 outgoing@kedgebs.com</p>	<p>Ms Françoise JEGOU Coordinator, (office in Toulon) USA Tel + 33 (0) 494 918 262 outgoing@kedgebs.com</p>
	<p>Ms Isabelle MORENO Coordinator (office in Bordeaux) Africa, Middle-East, Eastern & Western Europe Tel. + 33 (0) 556 842 251 outgoing@kedgebs.com</p>	<p>Ms Anne-Claire LAURET Coordinator (office in Marseille) Northern Europe & China Tel. + 33 (0) 486 949 638 outgoing@kedgebs.com</p>	

Overseas campuses			
SUZHOU campus	Outgoing and incoming coordinators	Bordeaux Campus	Marseille Campus
		<p>Ms Sophie DE SAINT AUBERT Project Manager Tel. +33 (0) 556 845 586 sophie.desaintaubert@kedgebs.com</p>	<p>Mr Pierre PETROSINO Project Manager Tel. + 33 (0) 491 827 949 pierre.petrosino@kedgebs.com</p>
BEM Dakar campus	Incoming coordinators	<p>Ms Maurine ALANORE and Camille SAUBIETTE Tel. +33 (0) 556 84 63 17 // 55 04 incoming.bordeaux@kedgebs.com</p>	<p>Ms Nataliia LECLERCQ Tel. + 33 (0) 491 827 978 incoming.marseille@kedgebs.com</p>
	Outgoing coordinators	<p>Isabelle MORENO (office in Bordeaux) Tel. + 33 (0) 556 846 314 outgoing@kedgebs.com</p>	

KEDGE Business School Assistant Coordinators		
<p>Ms Laure DEBUISSON Projects Coordinator (office in Bordeaux) Tel. + 33 (0) 556 846 346 laure.debuisson@kedgebs.com</p>	<p>Ms Nazli OUBADI Outgoing Coordinator (office in Marseille) Asia (except China, Singapore & Vietnam) & India Tel. + 33 (0) 491 827 915 outgoing@kedgebs.com</p>	<p>Ms Camille SAUBIETTE Incoming Coordinator (office in Bordeaux) All incoming students Tel. + 33 (0) 556 845 504 incoming.bordeaux@kedgebs.com</p>

Short-Term programmes		
<p>Mr Damien COSTELLO Manager – International Projects & Development, Marseille Campus Tel. +33 (0) 491 827 316 Mob. +33 (0) 607 974 253 Damien.costello@kedgebs.com</p>	<p>Ms Catherine ROSSINES Coordinator, Marseille Campus Tel. +33 (0) 491 827 904 / Tel. +33 (0) 491 827 978 short-terms@kedgebs.com</p>	<p>Ms Carla GODOY Coordinator, Bordeaux Campus Tel. +33 (0) 556 846 339 Mob. +33 (0) 680 512 682 short-terms@kedgebs.com</p>

International Development Department

International Development Department	
<p>Ms Cynthia ZOUBIR Head of International Development Tel. +33 (0) 491 827 965 cynthia.zoubir@kedgebs.com</p>	<p>Ms Florence MOREL International Development Manager Tel. +33 (0) 491 827 856 florence.morel@kedgebs.com</p>

Nomination/Application Procedure:

	First Semester – Fall 2018	Second Semester – Spring 2019
Semester dates	September – December <i>Including orientation days* & examinations</i> <i>For exact calendar, please refer to the Programme Annex document</i>	January – early June <i>Including orientation days* & examinations</i> <i>For exact calendar, please refer to the Programme Annex document</i>
Nomination Deadline	April 15 th , 2018	September 15 th , 2018
Application Deadline	May 15 th , 2018	October 15 th , 2018
Nomination procedure	<p>For the Bordeaux and Marseille Campuses: Students must be nominated on the following website: https://nominations.kedgebs.com/ KEDGE Business School will send to each Partner University a personal login and password to access the nomination website.</p> <p>For the Toulon Campus: The Partner University will send by email the nominated students' list to francoise.jegou@kedgebs.com (please use the KEDGE BUSINESS SCHOOL Nomination Form provided)</p> <ul style="list-style-type: none"> - 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 Business School campus to which the student is selected (Bordeaux, Marseille, Toulon) 	
Application procedure & required documents	<p>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/</p> <p>Students (nominated to any KEDGE Business School Campuses) can start preparing their documents as they will have to upload on the online application the following required documents:</p> <ul style="list-style-type: none"> - 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	<p>In order to be registered at KEDGE BUSINESS SCHOOL, the students will have to provide one of the following health insurance certificates once they receive their login and password on Campus Virtuel https://campusvirtuel.kedgebs.com/</p> <p>Students coming from an European Union Institution: copy of the European Health Insurance Card <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"> o Students from Québec: copy of the SE-401-Q-106 form o Students being 28 or older on September 30th of the 2018/2019 academic year: proof of a health insurance with unlimited coverage for medical expenses and hospitalisation during his/her stay in France (TBC for 2018/2019) o Students registered at KEDGE BUSINESS SCHOOL for less than 3 months (according to KEDGE Business School 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 (TBC for 2018/2019) o 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 BUSINESS SCHOOL and pay 217€ (to be confirmed for 2018-2019). 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

Academic Programme Information



Level / Courses / Programmes offered	Bordeaux Campus: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Undergraduate <ul style="list-style-type: none"> - KEDGE Bachelor (2nd year Bachelor students) - Programme Grande Ecole ("Master in Management") (3rd and 4th year Bachelor students) <input checked="" type="checkbox"/> Graduate <ul style="list-style-type: none"> - Programme Grande Ecole ("Master in Management") - EBP International (open to EBP International partner institutions only) - MS/MSc (special bilateral agreements only) 	Marseille Campus: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Undergraduate <ul style="list-style-type: none"> - KEDGE Bachelor (2nd year Bachelor students) - IBBA (2nd, 3rd and 4th year Bachelor students) <input checked="" type="checkbox"/> Graduate <ul style="list-style-type: none"> - Programme Grande Ecole ("Master in Management") - MS/MSc (special bilateral agreements only) 	Toulon Campus: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Undergraduate <ul style="list-style-type: none"> - Ingénieur d'Affaires - KEDGE Design School <input checked="" type="checkbox"/> Graduate <ul style="list-style-type: none"> - Ingénieur d'Affaires - KEDGE Design School (Master 1st year) - MSc Innovation & Design Thinking
	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		

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:

		BORDEAUX CAMPUS			MARSEILLE CAMPUS		
		KEDGE Bachelor Professional Bachelor	Programme Grande Ecole ("Master in Management") Intermediate courses	Programme Grande Ecole ("Master in Management") Advanced courses	KEDGE Bachelor Professional Bachelor	International Bachelor of Business Administration (IBBA)	Programme Grande Ecole ("Master in Management")
2 nd year Bachelor students →	FALL	or			or	or	
	SPRING				or	or	
3 rd year Bachelor students →	FALL		or			or	
	SPRING		or			or	
4 th year Bachelor students →	FALL		or		or * or	or	
	SPRING				or * or	or	
Master students →	FALL			or		or	
	SPRING			or		or	



Courses taught in French are offered

FALL = September – December



Courses taught in English are offered

SPRING = January – June



The number of credits offered in this language is less than 30 ECTS



There are no 4th year courses in the IBBA programme but the students will be able to take courses from the IBBA and KBA programmes years 1-3

		TOULON CAMPUS							
		INGENIEUR D'AFFAIRES				KEDGE DESIGN SCHOOL <i>Attention: Only open to students with an educational background in Design</i>			
		Undergraduate		Graduate		Undergraduate		Graduate	
		L3 courses (Semesters 5 & 6)	M1 courses (Master 1 st year)	M2 courses (Master 2 nd year)	L1 courses (Semesters 1 & 2)	L2 courses (Semesters 3 & 4)	L3 courses (Semesters 5 & 6)	M1 courses (Master 1 st year)	MSc Innovation & Design Thinking (Master 2 nd year)
2 nd year Bachelor students →	FALL								
	SPRING	or							
3 rd year Bachelor students →	FALL		or				or		
	SPRING	or	or			or			
4 th year Bachelor students →	FALL		or			or	or		
	SPRING		or			or	or		
1 st year Master students →	FALL		or				or		
	SPRING		or						
2 nd year Master students →	FALL			or					
	SPRING			or					

<p>Short Term Programmes <u>Bordeaux Campus</u></p>	<ul style="list-style-type: none"> ✓ Supply Chain Design & Management (June 18 – 29, 2018) ✓ Value Creation & Innovation in Marketing: A French Approach to Wine and Luxury (July 2 – 6, 2018) ✓ Entrepreneurship (July 16 – 27, 2018) <p>Premium Summer School Programme Gastronomy & Oenology – KEDGE Business School Bordeaux & Ferrandi Paris:</p> <ul style="list-style-type: none"> ✓ The Marketing and Management of Haute Cuisine and Fine Wines (July 2 – 7, 2018 Paris – July 9 – 14, 2018 Bordeaux) <p>Application deadline: April 30, 2018 (can be extended)</p> <p>Visit our Website and contact us on short-terms-bordeaux@kedgebs.com</p>
<p>Short Term Programmes <u>Marseille Campus</u></p>	<ul style="list-style-type: none"> ✓ Sports Marketing and Management (June 18 - 29, 2018) ✓ Talent Management & International Performance Monitoring (July 2 - 13, 2018) ✓ CSR & Sustainable Development (July 16 - 27, 2018) <p>Application deadline: April 30, 2018 (can be extended)</p> <p>Visit our Website and contact us on short-terms@kedgebs.com</p>
<p>Short Term Programmes <u>Toulon Campus</u></p>	<ul style="list-style-type: none"> ✓ Design Thinking & Managing Creativity (July 2 – 13, 2018) <p>Application deadline: April 30, 2018 (can be extended)</p> <p>Visit our Website and contact us on short-terms-bordeaux@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, Comoros, 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</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>Be careful, start applying for your visa quickly, the visa procedure can be really long.</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 BUSINESS SCHOOL will provide help to the students in this process</p>	
International Students Associations	<p>The Interact (in Marseille), Melting Potes (in Bordeaux) and Welcome (in Toulon) student associations support the International Student Office in facilitating the integration of International students at KEDGE BUSINESS SCHOOL throughout the year by organising events and providing support to the Students.</p> <p>They will automatically contact the International Students before their arrival at KEDGE BUSINESS SCHOOL.</p>	
Pick-up assistance and support upon arrival	<p>Interact, Melting Potes and Welcome will offer a pick-up service at the beginning of each semester.</p> <p>In Bordeaux, the service is offered from Bordeaux-Mérignac Airport or Bordeaux-St Jean train station.</p> <p>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.</p> <p>In Toulon, the service is available from Toulon train station (downtown) or from Toulon-Hyères airport</p> <p>Pick-up reservations will have to be made in advance. More information will be sent to the students before their arrival.</p>	
Accommodation	<p>Bordeaux Campus:</p> <p><input checked="" type="checkbox"/> On-Campus <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 the Housing service of KEDGE Business School is available on a single platform. The platform allows you to find housing in your city but also in other cities in France and abroad.</p> <p>You will find housing offers from private landlords, real estate agencies and student residences. A multilingual team is at your disposal 6 days a week to help you to find and book accommodation.</p> <p>If you already have a kedgebs email address, sign up using your school email address and password of your choice</p> <p>If you do not have yet a KedgeBs email address, create your account with your personal email and validate with the enrolment key: HOUSINGKEDGE</p> <p><u>Housing Support Contact:</u> logementbordeaux@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>It is strongly recommended to book accommodation <u>before</u> arrival.</p> <p>The Housing service of KEDGE Business School is available on a single platform. The platform allows you to find housing in your city but also in other cities in France and abroad.</p> <p>You will find housing offers from private landlords, real estate agencies and student residences. A multilingual team is at your disposal 6 days a week to help you to find and book accommodation.</p> <p>If you already have a kedgebs email address, sign up using your school email address and password of your choice</p> <p>If you do not have yet a KedgeBs email address, create your account with your personal email and validate with the enrolment key: HOUSINGKEDGE</p> <p><u>Housing Support Contact:</u> logementmarseille@kedgebs.com +33 (0) 491 82 73 14</p>

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 BUSINESS SCHOOL Students: <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)

Monthly fees

	Bordeaux	Marseille	Toulon
Accommodation	350 € to 750 € (depending on location, size and length of the stay)	380€ to 700€ (depending on location, size and length of the stay)	350€ to 700€ (depending on location, size and length of the stay)
Food	200 €	200 €	200 €
Public Transportation	30 €	25 €	25 €
Personal Expenses	100 €	100 €	100 €

One-time fees upon arrival

	Bordeaux	Marseille	Toulon
Health Insurance Plan (for the students concerned - see Health Insurance paragraph)	Approx. 217 € (TBC)	Approx. 217 € (TBC)	Approx. 217 € (TBC)
OFII registration (for the students holding a visa with the mention: CESEDA R311-3 9°)	Approx. 60 €	Approx. 60 €	Approx. 60 €
International Students Association (optional)	20€	To be confirmed	N/A

Students are usually not required to buy books.

- Miscellaneous**
- ✓ Personal laptop strongly recommended (compulsory for most courses)
 - ✓ Information about studying and living in France: www.campusfrance.org/en ; www.diplomatie.gouv.fr/en
 - ✓ Practical Information for KEDGE BUSINESS SCHOOL International Students (incl. International Student Handbook to be downloaded): <https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information>
 - ✓ Public transportation
 - in Bordeaux www.infotbm.com
 - in Marseille www.rtm.fr
 - in Toulon www.reseaumistral.com
 - ✓ Tourist information
 - in Bordeaux and surrounding area: www.bordeaux.fr ; www.bordeaux-tourisme.com
 - in Marseille and surrounding area: www.marseille-tourisme.com/en/ ; www.visitprovence.com/en
 - in Toulon and surrounding area: <http://toulontourisme.com/>
 - ✓ KEDGE BUSINESS SCHOOL International Students Facebook groups:
 - Bordeaux: <https://www.facebook.com/groups/642428952489102/>
 - Marseille: <https://www.facebook.com/groups/718924114797741/>