



FACTSHEET ACADEMIC YEAR 2017/2018

early
makers

em
lyon
business
school

Global Bachelor in Business Administration Saint-Etienne Campus

Academic Calendar 2017/2018

Fall Semester:

September 6 to December 22, 2017
Deadline for Nomination: May 1, 2017
Deadline for Application: May 15, 2017

Spring Semester:

February 5 to May 18, 2018
Deadline for Nomination: October 1, 2017
Deadline for Application: October 15, 2017

Nominations procedures

Exchange coordinators from partner institutions must send the nominations to Mrs. Marie-Adeline BRUNON (brunon@em-lyon.com), contact person for incoming and outgoing students, with the following documents and information:

- Curriculum vitae
- Recent transcript of records
- E-mail address
- Exchange period

After receiving these documents, emlyon business school will contact the student directly to provide the log-in for the student to enroll on-line.

Workload

A full semester workload is 27.5 up to 30 ECTS credits.

Course catalogue

<http://bit.do/BBA-COURSES>

Eligibility

To be eligible, students must be enrolled in a Bachelor programme. English level required: B2 (Common European Framework of Reference for Languages (CEFR))

Accommodation and cost of living

Off-campus accommodation
Cost of Living: 800 euros per month

Health Insurance

Student French Social Security

The subscription to the "Sécurité Sociale Etudiante française" (French Public Health Insurance) is legally mandatory for each student under 28 years old. The subscription must be done through the school and its annual contribution amounts to 215€ in 2016/2017. It is valid for the whole academic year. Please note that students might be asked by the national organism to provide their official birth certificate, with its French translation, in order to get the insurance card delivered.

International students

(coming from outside the European Union)

• Stay less than 3 months

Students will have to provide the Student Affairs Department with a copy of their private insurance. An official document with the detailed list of the following incurred risks: accident, medical care, hospitalization, repatriation, third-party liability. This document is accepted in French or in English. The registration cannot be validated without this document.

• Stay more than 3 months

Students under 28 years old must sign up for the "Sécurité Sociale Etudiante française". Contribution for 2016/2017 amounted to 215€.

Students under 20 years old on the 31st of August year +1 must sign up for the "Sécurité Sociale Etudiante française" but **will be exempted for the payment**.

Specific cases: Andorra, Monaco, Québec.

Complementary health insurance

It is possible and recommended to sign up for a complementary health insurance. LMDE or SMERRA have special offers for students but they can take the company of their choice. This insurance will allow students to get a better refund of expensive medical cares: dental care, specialists...

Third-party liability

It concerns insurance in case students cause damage to a third-party. If the students are not insured against this risk in their own country, they could be insured upon arrival at **emlyon business school**.

Student card

In order to obtain the Student Card, students must be insured for the entire length of their stay in France. This student card cannot be delivered without the proof of the insurance coverage.

Visa

Passport

Citizens of European Union countries only require an identity card to enter France, but citizens from other countries require a passport issued in their country of origin.

The passport must not expire before the end of the planned stay.

Visa

For foreign students wishing to stay in France, the first step is to obtain a visa from the French consulate in their country of origin.

There are two types of visas:

- **Short-stay visa (visa de court séjour) is issued for stays up to 3 months.**
- **Long-stay visas (visas de long séjour) are issued for stays over 3 months.**

- **Long-stay visa D "Dispense Temporaire de Titre de séjour" (Temporary Exemption of Residence Permit)**

It allows students to study in a public or private institution of higher education for maximum 6 months. It is not renewable and does not entitle the residence.

- **The student long-stay visa, called also Visa D-VLS-TS is a one-year visa renewable as a student's residence permit. Specific documents will be required arriving at emlyon business school and formalities will be organized with the Student Affairs Department.**

For this kind of visa (visa - residence permit), students have to pay attention to keep with them the official consular form. This document is mandatory to confirm the visa at the arrival in France and at **emlyon business school**.

The visa D VLS-TS of one-year has to be validated by the OFII (Office Français de l'Immigration et de l'Intégration), within 3 months of the arrival in France. It is a compulsory procedure.

Please note that students will have to provide the following documents during the administrative registration at **emlyon business school**:

- Valid passport + valid student visa
- Official consular form
- Medical certificates, lung X-ray included (vaccination statement, certificate of no contraindication for sports)

You can apply for your visa through Campus France <https://pastel.diplomatie.gouv.fr/etudesenfrance>

Please note 3 very important pieces of advice

- A tourist visa cannot be converted into a student visa in France or in any other country of the European Union and it does not allow the registration in a French school.
- A "1 Transit Schengen" visa does not allow to travel through Europe.
- A "D visa + 1 Transit Schengen" will permit to transit only once through a European Union country when coming to or leaving France.

<http://bba.em-lyon.com/eng>

<http://bba.international-students.em-lyon.com>

Contacts for agreements

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International Relations Manager

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Europe (except Germany and Italy) - Latin America - Asean countries

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International Relations Manager

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Asia (except Asean countries) - North America - South Africa - Italy - Germany

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Contact for incoming/outgoing students

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Nominations, etc.

Mrs. Marie-Adeline BRUNON

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emlyon business school

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