

## Exchange Students – Checklist

Exchange students seeking admission at ESC Rennes School of Business are expected to submit all the required documents mentioned below:

<b>Before acceptance (documents to submit by post):</b>	
All students	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fully completed application form signed by the student and the Home University (<u>with the official stamp</u> of your home institution).</li> <li><input type="checkbox"/> Official transcripts <u>with the official stamp</u> of your home institution.</li> <li><input type="checkbox"/> CV (in English).</li> <li><input type="checkbox"/> Motivation letter (in English).</li> <li><input type="checkbox"/> 1 photocopy of your passport.</li> <li><input type="checkbox"/> 1 passport photo.</li> <li><input type="checkbox"/> English certificate.</li> <li><input type="checkbox"/> A list of proposed choice of courses.</li> </ul>
<b>Upon acceptance (documents to submit during the Orientation Week – Front Office):</b>	
Non-European students	<ul style="list-style-type: none"> <li><input type="checkbox"/> 213€ (cash or credit card) for the health insurance (amount to be announced for 2015-2016 academic year).</li> <li><input type="checkbox"/> 1 photocopy of your passport.</li> <li><input type="checkbox"/> 1 photocopy of your visa.</li> <li><input type="checkbox"/> 1 photocopy of the page with the custom stamp stating on which day you arrive in France (<i>therefore, please do this once you are in France</i>).</li> </ul>
Non-European Students who have a visa "ETUDIANT"	<ul style="list-style-type: none"> <li><input type="checkbox"/> 213€ (cash or credit card) for the health insurance (amount to be announced for 2015-2016 academic year).</li> <li><input type="checkbox"/> OFII form (issued by the Embassy with your visa).</li> <li><input type="checkbox"/> 2 photocopies of your passport.</li> <li><input type="checkbox"/> 2 photocopies of your student visa.</li> <li><input type="checkbox"/> 2 photocopies of the page with the custom stamp stating on which day you arrive in France (<i>therefore, please do this once you are in France</i>).</li> </ul>
European Students	<ul style="list-style-type: none"> <li><input type="checkbox"/> Photocopy of your EHIC card (valid for the length of your studies).</li> </ul>
<b>Other documents to submit during the Orientation Week (for the bus-pass, bank, CAF...):</b>	
For the bus-pass, bank, etc... All students	<ul style="list-style-type: none"> <li><input type="checkbox"/> Several identity photos.</li> <li><input type="checkbox"/> 1 photocopy of your passport (European students can submit a copy of their identity card).</li> <li><input type="checkbox"/> 1 photocopy of your visa (not applicable to European students).</li> <li><input type="checkbox"/> Proof of accommodation (rental contract, ...).</li> <li><input type="checkbox"/> 1 copy of the ESC Rennes acceptance letter or registration certificate.</li> </ul>
<u>Students who are eligible for housing allowance</u> (European Students and non-European students who have a visa "ETUDIANT")	<ul style="list-style-type: none"> <li><input type="checkbox"/> A certificate signed by your landlord or estate agency stating your address in Rennes (rental contract).</li> <li><input type="checkbox"/> 1 copy of your passport (European students can submit a copy of their identity card).</li> <li><input type="checkbox"/> 1 copy of your visa (not applicable to European students).</li> <li><input type="checkbox"/> 1 copy of the ESC Rennes acceptance letter or registration certificate.</li> <li><input type="checkbox"/> A bank identity statement (in order to receive the allowance – this will be issued when you open your bank account in France).</li> <li><input type="checkbox"/> Confirmation letter from the OFII (only for non-European students).</li> <li><input type="checkbox"/> Birth certificate (less than 3 months old) with or without <i>apostille</i> (depending on your country).</li> </ul>