Name of the school: KEDGE Business School
Dean: Dr Thomas FROEHLICHER
Director of International Operations & Relations: Mrs Anne-Catherine GUITARD
Director of Pre-experience programmes: Mrs Nathalie HECTOR
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

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

International Student Office

<table>
<thead>
<tr>
<th>Bordeaux Campus</th>
<th>Marseille Campus</th>
<th>Toulon Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head of International Student Office</td>
<td>Ms Laurence BOITEUX&lt;br&gt;Tel. +33 (0) 556 842 272&lt;br&gt;Mob +33 (0) 675 513 757&lt;br&gt;<a href="mailto:laurence.boiteux@kedgebs.com">laurence.boiteux@kedgebs.com</a>&lt;br&gt;(office in Bordeaux)</td>
<td>Ms Frédérique FERRET-MARY&lt;br&gt;Marseille/ Toulon Campus Coordinator&lt;br&gt;Tel. + 33 (0) 4 91 82 79 29&lt;br&gt;<a href="mailto:frederique.ferret-mary@kedgebs.com">frederique.ferret-mary@kedgebs.com</a></td>
</tr>
<tr>
<td>Campus Referee</td>
<td>Ms Marie ACKER&lt;br&gt;Bordeaux Office Manager&lt;br&gt;Tel. +33 (0) 556 84 63 32&lt;br&gt;<a href="mailto:marie.acker@kedgebs.com">marie.acker@kedgebs.com</a></td>
<td>Ms Françoise JEGOU&lt;br&gt;Coordinator&lt;br&gt;All incoming students&lt;br&gt;Tel + 33 (0) 494 918 262&lt;br&gt;<a href="mailto:francoise.jegou@kedgebs.com">francoise.jegou@kedgebs.com</a></td>
</tr>
</tbody>
</table>

Incoming Students

<table>
<thead>
<tr>
<th>Bordeaux Campus</th>
<th>Marseille Campus</th>
<th>Toulon Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>For International students coming to Kedge BS</td>
<td>Ms Maurine ALANORE&lt;br&gt;Coordinator&lt;br&gt;All incoming students&lt;br&gt;Tel. +33 (0) 556 84 63 17&lt;br&gt;<a href="mailto:incoming.bordeaux@kedgebs.com">incoming.bordeaux@kedgebs.com</a></td>
<td>Ms Marion DEBUY&lt;br&gt;Coordinator&lt;br&gt;All incoming students&lt;br&gt;Tel. + 33 (0) 4 91 82 79 15&lt;br&gt;<a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a></td>
</tr>
<tr>
<td>Ms Jennifer FRANÇOT&lt;br&gt;Coordinator&lt;br&gt;All incoming students&lt;br&gt;Tel. +33 (0) 556 84 55 04&lt;br&gt;<a href="mailto:incoming.bordeaux@kedgebs.com">incoming.bordeaux@kedgebs.com</a></td>
<td>Ms Nataliia LECLERCQ&lt;br&gt;Coordinator&lt;br&gt;All incoming students&lt;br&gt;Tel. + 33 (0) 4 91 82 79 78&lt;br&gt;<a href="mailto:incoming.marseille@kedgebs.com">incoming.marseille@kedgebs.com</a></td>
<td></td>
</tr>
</tbody>
</table>
## KEDGE BS Outgoing students

<table>
<thead>
<tr>
<th>For KEDGE students to Partner Universities and Overseas Campuses</th>
<th>For KEDGE students to Suzhou campus and for Overseas campuses students to Kedge BS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms Isabelle CONRAD Coordinator (office in Bordeaux) Asia (except China), North America (except USA) &amp; Oceania Tel. + 33 (0) 556 84 63 14 <a href="mailto:isabelle.conrad@kedgebs.com">isabelle.conrad@kedgebs.com</a></td>
<td>Ms Laure Debuisson Assistant (office in Bordeaux) All outgoing students Tel. + 33 (0) 556 84 63 46 <a href="mailto:Laure.debuisson@kedgebs.com">Laure.debuisson@kedgebs.com</a></td>
</tr>
<tr>
<td>Ms Isabelle MORENO Coordinator (office in Bordeaux) Africa, Middle-East, Eastern &amp; Western Europe Tel. + 33 (0) 556 84 22 51 <a href="mailto:isabelle.moreno@kedgebs.com">isabelle.moreno@kedgebs.com</a></td>
<td>Ms Anne-Claire LAURET Assistant (office in Marseille) All outgoing students Tel. + 33 (0) 4 91 82 76 38 <a href="mailto:outgoing@kedgebs.com">outgoing@kedgebs.com</a></td>
</tr>
<tr>
<td>Ms Corinne MARCELLI Coordinator (office in Marseille) Southern Europe &amp; South America Tel. +33 (0) 491 827 908 <a href="mailto:corinne.marcelli@kedgebs.com">corinne.marcelli@kedgebs.com</a></td>
<td>Ms Françoise JEGOU Coordinator, (office in Toulon) USA Tel. + 33 (0) 494 918 262 <a href="mailto:francoise.jegou@kedgebs.com">francoise.jegou@kedgebs.com</a></td>
</tr>
<tr>
<td>Mr Pierre PETROSINO Coordinator (office in Marseille) Northern Europe &amp; China Tel. + 33 (0) 491 827 949 <a href="mailto:pierre.petrosino@kedgebs.com">pierre.petrosino@kedgebs.com</a></td>
<td></td>
</tr>
</tbody>
</table>

## Suzhou Campus and International Seminar

<table>
<thead>
<tr>
<th>Bordeaux Campus</th>
<th>Marseille Campus</th>
<th>Toulon Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms Sophie DE SAINT AUBERT Project Manager Suzhou Campus students Tel. +33 (0) 556 84 55 86 <a href="mailto:sophie.desaintaubert@kedgebs.com">sophie.desaintaubert@kedgebs.com</a></td>
<td>Mr Thomas MALISCHEWSKI Overseas campus Coordinator Tel. + 33 (0) 4 91 82 76 29 <a href="mailto:thomas.malischewski@kedgebs.com">thomas.malischewski@kedgebs.com</a></td>
<td>NA</td>
</tr>
</tbody>
</table>

## Short-Term programmes

| 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 | Ms Catherine ROSSINES Coordinator, Marseille Campus Tel. +33 (0) 491 827 904 / Tel. +33 (0) 491 827 978 short-terms@kedgebs.com |

## International Development Department

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

<table>
<thead>
<tr>
<th>Semester dates</th>
<th>First Semester – Fall 2017</th>
<th>Second Semester – Spring 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>September – December</td>
<td>January – early June</td>
</tr>
<tr>
<td></td>
<td>Including orientation days* &amp; examinations</td>
<td>Including orientation days* &amp; examinations</td>
</tr>
<tr>
<td></td>
<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>
</tbody>
</table>

Nomination Deadline

- April 15th, 2017
- September 15th, 2017

Application Deadline

- May 15th, 2017
- October 15th, 2017

Nomination procedure

An e-mail sent by the outbound students coordinator at the home institution including:

- 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)

Nominations to Bordeaux campus must be sent to incoming.bordeaux@kedgebs.com
Nominations to Marseille campus must be sent to incoming.marseille@kedgebs.com
Nominations to Toulon campus must be sent to francoise.jegou@kedgebs.com

Application procedure & required documents

Once nominated by their home institution, applicants to Bordeaux and Marseille need to apply via our online application: [Link to be confirmed soon](#)
Applicants to Toulon will fill in a paper application form.

Students can start to prepare their documents as they will have to upload on the online application the following required documents:

- Copy of passport (non-European students) or national identity card (European students)
- 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 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 [www.campusvirtuel.net](http://www.campusvirtuel.net):

- 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 2016/2017 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: 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 (€215 on 2015-2016) which will cover them from Sept. 1st the earliest.

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* We remind you that the orientation session is compulsory for all international students
Academic Programme Information

<table>
<thead>
<tr>
<th>Level / Courses / Programmes offered</th>
<th>Bordeaux Campus:</th>
<th>Marseille Campus:</th>
<th>Toulon Campus:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☑️ Undergraduate</td>
<td>☑️ Undergraduate</td>
<td>☑️ Undergraduate</td>
</tr>
<tr>
<td></td>
<td>- KEDGE Bachelor (2nd year Bachelor students)</td>
<td>- KEDGE Bachelor (2nd year Bachelor students)</td>
<td>- Ingénieur d’Affaires</td>
</tr>
<tr>
<td></td>
<td>- Master In Management (3rd and 4th year Bachelor students)</td>
<td>- IBBA (2nd, 3rd and 4th year Bachelor students)</td>
<td>- KEDGE Design School</td>
</tr>
<tr>
<td></td>
<td>☑️ Graduate</td>
<td>☑️ Graduate</td>
<td>☑️ Graduate</td>
</tr>
<tr>
<td></td>
<td>- Master in Management</td>
<td>- Master in Management</td>
<td>- Ingénieur d’Affaires</td>
</tr>
<tr>
<td></td>
<td>- EBP International (open to EBP International partner institutions only)</td>
<td></td>
<td>- KEDGE Design School (Master 1st year)</td>
</tr>
</tbody>
</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

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

<table>
<thead>
<tr>
<th>FALL = September – December</th>
<th>BORDEAUX CAMPUS</th>
<th>SPRING = January – June</th>
<th>MARSEILLE CAMPUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd year Bachelor students</td>
<td>FALL</td>
<td>KEDGE Bachelor Professional Bachelor</td>
<td>FALL</td>
</tr>
<tr>
<td></td>
<td>SPRING</td>
<td>Master in Management intermediate course</td>
<td>SPRING</td>
</tr>
<tr>
<td>3rd year Bachelor students</td>
<td>FALL</td>
<td>Master in Management advanced course</td>
<td>SPRING</td>
</tr>
<tr>
<td></td>
<td>SPRING</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4th year Bachelor students</td>
<td>FALL</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>SPRING</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master students</td>
<td>FALL</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>SPRING</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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
### 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](#): 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.

**International Students Associations**

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 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.

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

Interact (in Marseille), Melting Potes (in Bordeaux) and Welcome (in Toulon) will offer a free 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.

**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) 497 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/keedgebs.toulon?ref=ts&fref=ts](https://www.facebook.com/keedgebs.toulon?ref=ts&fref=ts)

Contact information: [Francoise.jegou@keedgebs.com](mailto:Francoise.jegou@keedgebs.com) / 33 (0)4 94 91 82 62

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### Estimated Expenses (in euros)

#### Monthly fees

<table>
<thead>
<tr>
<th></th>
<th>Bordeaux</th>
<th>Marseille</th>
<th>Toulon</th>
</tr>
</thead>
<tbody>
<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><strong>Food</strong></td>
<td>250 €</td>
<td>250 €</td>
<td>250 €</td>
</tr>
<tr>
<td><strong>Public Transportation</strong></td>
<td>40 €</td>
<td>40 €</td>
<td>40 €</td>
</tr>
<tr>
<td><strong>Personal Expenses</strong></td>
<td>150 €</td>
<td>150 €</td>
<td>150 €</td>
</tr>
</tbody>
</table>

#### One-time fees upon arrival

<table>
<thead>
<tr>
<th></th>
<th>Bordeaux</th>
<th>Marseille</th>
<th>Toulon</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Health Insurance Plan</strong> (for the students concerned - see Health Insurance paragraph)</td>
<td>Approx. 215 €</td>
<td>Approx. 215 €</td>
<td>Approx. 215 €</td>
</tr>
<tr>
<td><strong>OFII registration</strong> (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><strong>International Students Association</strong> (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
  - In Bordeaux and surrounding area: [www.bordeaux.fr](http://www.bordeaux.fr); [www.bordeaux-tourisme.com](http://www.bordeaux-tourisme.com)
  - In Toulon and surrounding area: [http://toulontourisme.com/](http://toulontourisme.com/)
- 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/)