

INCOMING STUDENT INFORMATION SHEET

2020-2021

EXCHANGE CONTACTS

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| University Name | ESC Amiens L'Ecole Supérieure de Commerce d'Amiens ERASMUS code: F AMIENS 27 |
| Contact Person for incoming students | Incoming Coordinator Brigitte Baumgarten e-mail: brigitte.baumgarten@esc-amiens.com tel: +33 (0) 3 22 82 23 49 |
| Office Address | 18 place Saint Michel, CS53802, 80038 AMIENS Cedex, FRANCE |
| Fax Number | +33 (0) 3 22 82 23 01 |
| Student exchange website | http://www.esc-amiens.com/international/ |
| General Director ESC Amiens | Yann TOURNESAC e-mail: yann.tournesac@esc-amiens.com tel: +33 (0) 3 22 82 23 00 |

APPLICATION

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| Due Date for Application Forms | Fall Semester 2020 | Nomination : 15 May 2020 Application Form: 31 May 2020 |
| | Spring Semester 2021 | Nomination : 31 October 2020 Application Form: 15 November 2020 |
| Application | <p>Online Nomination and Application.</p> <p>Coordinators to contact incoming@esc-amiens.com for login and password in order to nominate students. Coordinators will then receive student logins for online application</p> <p>Nomination http://eportfolio.esc-amiens.com/international/coordinator/ Application http://eportfolio.esc-amiens.com/international/candidatures-in/</p> | |
| Documents to be submitted with Application Forms | <p>Once students have submitted the online application, print it, then coordinator MUST sign form.</p> <p>Documents to send by EMAIL before deadline:</p> <ul style="list-style-type: none"> *Printed copy of application form *A CV in English *A cover letter in your teaching language of choice *A photocopy of your passport or identity card *Language test certificates (if you have one) *Transcript of Records *A color .jpeg image of an ID photo | |
| Minimum Language Requirements | <p>English-taught Programs: B2, TOEFL ITP 550, TOEFL IBT 80, TOEIC 700, IELTS 6, BULATS 70, Cambridge 170</p> <p>French-taught programs: B2</p> | |

| | Fall Semester | Spring Semester |
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| Suggested Arrival Date | 10 September | 4 January |
| Obligatory Orientation and French as a second language intensive course (FSL) | 14 September- 18 September | Not concerned |
| Semester Dates | 21 September-18 December | 4 January – 18 June |
| Examination Period | End of each module | Mid-terms / Final exam week |
| Public Holidays | 1 November 2020 11 November 2020 | 5 April 2021 1 May 2021 8 May 2021 24 May 2021 |
| Mobility Period (Erasmus) | 14 September- 18 December | 4 January – 18 June (flexible based on required credits of home university) |

ACADEMIC INFORMATION

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| Language of Instruction | English or French |
| Number of hours per week per course | Bachelor 18 hours / MBA 15 hours |
| Required number of courses per semester | Suggested Minimum of 6 ECTS Maximum of 30 ECTS |
| Number of weeks of study | Between 10 to 15 weeks for 30 ECTS |
| Language support | FSL classes |
| Course registration period | During orientation week |
| Credit system | ECTS |
| Course Catalogue | http://www.esc-amiens.com/international/ |

ACCOMMODATION

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| Is there a pick-up service provided upon arrival? | Only on the suggested arrival dates at CDG Airport in Paris and Amiens Train Station. |
| How can exchange students apply for accommodation? | Accommodation form available on our website Send a completed scanned copy to: incoming@esc-amiens.com |
| Accommodation Options | CROUS student residence or other student residence Private studios or house-share. Please see Accommodation Guide on our website for further details |
| Cost of accommodation per month per person | Student Residence: 250€ - 530€ per month Private accommodation: 350€ - 600€ per month |

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| Is accommodation guaranteed? | No. Student Residence is subject to availability The Office of Internationalization will provide you with a list of alternative solutions. |
| How do I pay for the accommodation? | CROUS Student Residence: Pay the residence directly before the 10 th of each month. A security deposit is to be paid upon arrival. GSA Student Residence: Pay the residence in full for the semester upon arrival. A security deposit is to be sent before arrival. Private Accommodation: Sign contract with owner. Some ask for the full semester rent upon arrival. |

FINANCIAL MATTERS FOR EXCHANGE STUDENTS

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| Are there any required fees to be paid by students? | No |
| Estimated Living Costs | 600 - 800 € per month including rent |

VISA PROCEDURES AND MEDICAL ASSISTANCE

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| Visa | Please see the CampusFrance website http://www.campusfrance.org/fr/ |
| Medical Insurance | All students are required to have medical insurance. All international students outside of Europe must register for a French Social Security number to assure coverage of their health care expenses at https://etudiant-etranger.ameli.fr/#/ . Registration is mandatory and free of charge and will entitle students to the reimbursement of their health care expenses. Erasmus+ students benefit from their European Health Insurance Card (EHIC). |

Insurance

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| Required Insurances in France | ALL students are required to have an insurance for personal liability and medical evacuation during their stay in France |
| House Insurance | ALL students are required to have a multi-risk insurance to cover their lodging. Students must give the certificate to the residence or landlord a maximum of one week after arrival |