THE BUSINESS SCHOOL
OF MINES-TELECOM INSTITUTE

EXCHANGE FACT SHEET
2018-2019
A leading institute, one of the first national groups of higher education and research in the fields of engineering, management and innovation, with 12,000 graduate students and more than 3,600 faculty and research staff members. Apprenticeship, internship, missions and student projects carried out in partnership with companies all go to make an active contribution to both innovation and economic development.

(1,200 articles in peer-reviewed international journals per year)
DEPARTMENT OF INTERNATIONAL RELATIONS AND DEVELOPMENT

CONTACT US

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<tr>
<th>Institution</th>
<th>Telecom Ecole de Management, Mines-Telecom Institute</th>
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<tr>
<td>Erasmus code</td>
<td>F EVRY 12</td>
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<tr>
<td>Head of Institution</td>
<td>Denis Guibard</td>
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<td>Website</td>
<td><a href="http://www.telecom-em.eu/en">www.telecom-em.eu/en</a></td>
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</tbody>
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TELECOM ECOLE DE MANAGEMENT  
MINES-TELECOM INSTITUTE

9 rue Charles Fourier - 91011 Evry, France  
• international@telecom-em.eu  
• www.telecom-em.eu/international  
• www.youtube.com/user/TelecomEM

Information for exchange students  
www.telecom-em.eu/en/content/applying-our-exchange/program-management

Accommodation  
maisel.tem-tsp.eu/?lang=en

Welcom’Association (students’union)  
www.welcom-evry.com
THE SCHOOL

• 1st ex-aequo for Bachelor in Management and IT program (Challenge magazine, 2016)
• 1st for added value (plus compared to expected 1st salary (Financial Times 2016-2017)
• 1st for alumni satisfaction amongst French BS (L’Etudiant* 2018)

*French major media for students

THE CAMPUS

Telecom Ecole de Management’s campus covers six hectares and is only 35 km south of Paris.

The School shares its campus with Telecom SudParis, its sister engineering school.

The campus has many open spaces, offering a multitude of activities and secured entrances/ exits. The various facilities available to all, along with a dynamic and challenging academic environment, allowing students to succeed in their studies while maintaining an excellent quality of life.

www.youtube.com/watch?v=yudccDwmx24

• 60 student associations
• 51 classrooms and 3 lecture halls
• 5 language centers and 32 computer rooms
• 1 multimedia center
• Small Business Incubator for entrepreneurs
• More than 800 accommodation units (studios and apartments)
• Cafeteria and restaurant, student activity center with a bar and game room
• Student radio station (second in France): EvryOne
• Sports Facilities: gymnasium, 3 tennis courts, a basketball court, a soccer/rugby field, a beach volley ballcourt

HOUSING

All exchange students may be accommodated at the MAISEL (student housing)

maisel.tem-tsp.eu/?lang=en

Located on the campus of Telecom Ecole de Management and Telecom SudParis, a 15-minute walk from Evry town center and the RER railway station, the MAISEL welcomes you to a green campus covering six hectares. You will find all the support services nearby: shopping mall, restaurants, cinemas...

Accommodation is guaranteed for all the international students in single occupancy rooms with a private bathroom. Each room has a full bath, refrigerator, closets, small furnishings and a telephone. Bed linen is also furnished, although towels are not. Kitchen and laundry facilities are situated on the ground floor of each building and are common to all students.

All rooms have high-speed broad band internet. For your security, access to each Maisel building is controled with a code.

ESTIMATED COST OF LIVING (in €/month)

Rent in student accommodation (without subsidies): 450€

Meals outside campus / weekend and holidays (kitchens available at dormitories): 160€

Meals on campus: 220€

Online application available 4 weeks before arrival
ACCESS TO THE CAMPUS

The town of Evry is very accessible, located 30 minutes from Paris on the RER D transilien train line: www.transilien.com

Take the RER D heading to Corbeil-Essonnes or Malesherbes via Evry-Courcouronnes Center, from the train station, exit by the main hall, turn left on to Boulevard des Coquibus/D93A for 1.5 km, then turn left onto rue Charles Fourier.

www.telecom-em.eu/en/content/contact-access

CAMPUS FACILITIES & SERVICES

• Wireless connection on the university premises
• Multimedia library and computer class rooms: http://www.it-sudparis.eu/biblio/en/
• Restaurant and cafeteria on campus offering good food at affordable student price.
• Excellent sports facilities: French medical certificate is required
• Orientation day at the beginning of both semesters
• Student activities arranged by a multitude of clubs; trips and excursions organized by student associations

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EXCHANGE PROGRAMS

Fall Semester 2018

- Bachelor Management and Technology taught in English
- Integrated Master’s in Management (M1) taught in English
- Integrated Master’s in Management (M1) taught in French
- Master’s of Science (M2) taught in English [limited spots]:
  - International Management
  - ICT Business Management
- Orientation Day [mandatory]: Friday 31 August 2018

Spring Semester 2019

- Integrated Master’s in Management (M1) taught in English
- Integrated Master’s in Management (M1) taught in French
- Master’s of Science (M2) taught in English [limited spots]:
  - International Management
  - ICT Business Management
- Orientation Day [mandatory]: Wednesday 09 January 2019

DEADLINE FOR NOMINATIONS

- Fall semester [September to December 2018]:
  April 15, 2018
- Spring semester [January to June 2019]:
  October 15, 2018

DEADLINE FOR APPLICATIONS

- Fall semester [September to December 2018]:
  April 30, 2018
- Spring semester [January to June 2019]:
  October 30, 2018

ACADEMIC PREREQUISITES

Required level of language ability:

- B2 level in English or in French [European Framework]
- Or letter of recommendation of the home university stating the applicant’s academic performance in English or French language

STUDENTS WITH DISABILITIES

Telecom Ecole de Management welcomes all students with the same degree of requirement and ambition. Since 2011, the campus has benefited from infrastructure corresponding to the standards of accessibility, allowing students in situations of reduced mobility to move freely within the campus.

Official transcripts are sent twice a year and delivered to the home university.
HOW TO APPLY

APPLICATION FORM

www.telecom-em.eu/en/content/applying-our-exchange-program-management

Applications should include the following documents:

1. Application form with scanned photo
2. One page letter of motivation (in English)
3. Curriculum Vitae (in English)
4. Learning agreement (signed and stamped by a departmental coordinator)
5. Official transcript of records
6. Copy of passport

The application documents need to be sent by email in one PDF file to:

Ms. Isabel Mary Morgan: Incoming Coordinator
isabel-mary.morgan@telecom-em.eu

ADMINISTRATIVE FORMALITIES BEFORE ARRIVAL

European students

- Copy of passport (or ID card)
- Copy of European Social Security Card
- Proof of Health and Liability Insurance
- Official Transcripts of the last 2 years
- Learning Agreement (with at least 15 ECTS credits)
- 1 ID photo
- Resume (in English or French)
- Optional: copy of birth certificate and its translation into French, by a certified translator if you request CAF (financial aid for housing)

Non-European students

- Copy of passport
- Proof of Liability Insurance
- Official Transcripts of the last 2 years
- Learning Agreement (with at least 15 ECTS credits)
- 1 ID photo
- Resume (in English or French)
- Optional: copy of birth certificate and its translation into French, by a certified translator if you request CAF (financial aid for housing)
- Cover letter
- National Health Insurance mandatory*

*Once your application has been reviewed, you will be sent an URL, which will enable you to pay the coverage fees (217€ for the academic year 2017-2018).

ADMINISTRATIVE FORMALITIES UPON ARRIVAL

- National Health Insurance
  Mandatory: Covers 70% of medical care. Must be valid for the whole duration of student’s stay in France. Students must pay social security contributions even if they are already a member of a foreign public social security scheme or have a private French or foreign insurance policy.
- Personal liability Insurance
  Mandatory: Must be valid for the whole duration of student’s stay at TEM
- Bank account
  Optional (possibility to open an account in our partner bank in Evry)
- Visa
  The Schengen countries have agreed on what countries are free of visa requirements and what countries are under visa obligations. In order to apply for a student visa, the student must apply for one at the embassy or consulate in their home country at least 2 months ahead of time. It is not recommended to apply for a tourist visa. Depending on your nationality, you may need to apply for a student multi-entry visa: www.diplomatie.gouv.fr/fr/

SCHOOL VACATIONS

Half Term (except for MSc and 3rd Year Major)  Wednesday, October 31, 2018 to Friday, November 02, 2018
Christmas  Monday, December 24, 2018 to Friday, January 4, 2019
Winter Break  Monday, March 4 to Friday, March 8, 2019
Easter Monday  April 22, 2019
Spring Break  Monday, April 29 to Friday, May 3, 2019
Extended weekend – Feast of Ascension  Thursday, May 30 to Friday, May 31, 2019
Pentecost Monday  Monday, June 10, 2019
SUMMER SCHOOL

June 25 to July 13, 2018

Program of study, taught in English:

• Managing Innovation and Digital Transformation (6 ECTS credits)
• French courses (2 ECTS credits)
• 2 Study Tours in Switzerland and Belgium (United Nations and European Commission)

Register: December 1, 2017 to April 28, 2018
www.telecom-em.eu/en/summer-school