01 - Practical information
BORDEAUX, MARSEILLE & TOULON CAMPUSES

BORDEAUX CAMPUS

Mailing address
680 cours de la Libération
33405 Talence Cedex (FR)
Tel.: + 33(0) 556 845 555

MARSEILLE CAMPUS

Mailing address
Rue Antoine Bourdelle
Domaine de Luminy
BP 921
13288 Marseille Cedex 9 (FR)
Tel.: + 33(0) 491 827 800

TOULON CAMPUS

Mailing address
Campus de la Grande Tourrache,
450 Avenue François Arago CS
90262
83078 Toulon Cedex 9 (FR)
Tel.: + 33(0) 494 918 262

If you wish to visit our campuses, feel free to contact:

BORDEAUX
Laure DEBUISSON
laure.debuisson@kedgebs.com

MARSEILLE
Corinne MARCELLI
corinne.marcelli@kedgebs.com

TOULON
Françoise JEGOU
francoise.jegou@kedgebs.com

ERASMUS CODE
F BORDEAUX 57

INTERNATIONAL STUDENT OFFICE WEBSITE
https://student.kedge.edu/exchange-programmes
## 02 - Contact information

### INTERNATIONAL STUDENT OFFICE

<table>
<thead>
<tr>
<th>Area</th>
<th>Coordinator</th>
<th>Tel.</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>USA</td>
<td>Ms Maurine ALANORE</td>
<td>+33 (0) 556 846 317</td>
<td>OFFICE IN BORDEAUX</td>
</tr>
<tr>
<td>Eastern &amp; Southern Europe</td>
<td>Ms Corinne MARCELLI</td>
<td>+33 (0) 491 827 908</td>
<td>OFFICE IN MARSEILLE</td>
</tr>
<tr>
<td>Northern Europe</td>
<td>Ms Françoise JEGOU</td>
<td>+33 (0) 494 918 262</td>
<td>OFFICE IN TOULON</td>
</tr>
<tr>
<td>Canada &amp; Western Europe</td>
<td>Ms Nataliia LECLERCQ</td>
<td>+33 (0) 491 827 978</td>
<td>OFFICE IN MARSEILLE</td>
</tr>
<tr>
<td>Africa, Middle East &amp; Latin America</td>
<td>Ms Isabelle CONRAD</td>
<td>+33 (0) 556 846 314</td>
<td>OFFICE IN BORDEAUX</td>
</tr>
<tr>
<td>Oceania &amp; Asia (except China)</td>
<td>Ms Anne-Claire LAURET</td>
<td>+33 (0) 486 949 638</td>
<td>OFFICE IN MARSEILLE</td>
</tr>
<tr>
<td>China</td>
<td>Ms Sophie de SAINT AUBERT</td>
<td>+33 (0) 556 845 586</td>
<td>OFFICE IN BORDEAUX</td>
</tr>
<tr>
<td></td>
<td>Mr Pierre PETROSINO</td>
<td>+33 (0) 491 827 949</td>
<td>OFFICE IN MARSEILLE</td>
</tr>
</tbody>
</table>

If you have any questions about our outgoing students please contact:
outgoing@kedgebs.com

If you have any questions about your students coming to KEDGE please contact:
incoming@kedgebs.com
Ms Laure DEBUSSON
Project Manager / Office in Bordeaux
Tel. +33 (0) 556 846 346
laure.debuisson@kedgebs.com

Ms Gabriela SEIJAS ARCE
Latin America
Key Project Manager / Office in Bordeaux
Tel. +33 (0) 556 842 290
gabriela.seijas@kedgebs.com

Ms Florence MOREL
Europe
Key Project Manager / Office in Marseille
Tel. +33 (0) 556 845 586
florence.morel@kedgebs.com

Mr Thierry PROVIN
Middle East - Africa
Key Project Manager / Office in Marseille
Tel. +33 (0) 491 827 735
thierry.provin@kedgebs.com

Mr Bruno CAMUS
North America
Key Project Manager / Office in Marseille
Tel. +33 (0) 491 827 777
bruno.camus@kedgebs.com

Ms Jessica CHOQUET
Manager – International Projects & Development
Office in Marseille
Tel. +33 (0) 491 827 777
jessica.choquet@kedgebs.com

Ms Carla GODOY / Ms Le YANG
Coordinator / Office in Bordeaux
Tel. +33 (0) 556 846 339 / Mob.+33 (0) 680 512 682
short-terms-bordeaux@kedgebs.com

Ms Catherine ROSSINES
Coordinator / Office in Marseille
Tel. +33 (0) 491 827 904
short-terms@kedgebs.com
03 - Important procedures

NOMINATION PROCEDURE

- Students must be nominated on the following website: https://nominations.kedgebs.com/
- KEDGE will send to each Partner Institution their personal login and password to access the nomination website.

APPLICATION PROCEDURE

Once nominated by their Home Institution, applicants to KEDGE will automatically receive an email with instructions on how to access the application form: https://exchange.kedgebs.com/

Students will have to upload the following required documents:

- Copy of passport (non-EU and EU students) or national identity card (EU students only) valid for the whole length of their stay.
- Proof of their academic level (document provided by KEDGE and filled out by the Home Institution).
- Proof of their English level (document provided by KEDGE and filled out by the Home Institution) or TOEFL score copy (minimum 79 IBT or 550), or IELTS score copy (minimum 6.0) or TOEIC score copy (minimum 785).
- For students wishing to take French-taught courses: proof of their French level (document provided by KEDGE and filled out by the Home Institution).

HEALTH INSURANCE

Once students have been accepted, they will have to submit the required health insurance certificate depending on their situation:

- **European or Swiss students**: copy of their European Health Insurance Card. Students from the E.U. not holding a European Health Insurance card must register with the French national health insurance.
- **Non-European students** registered at KEDGE for less than 3 months: proof of private health insurance covering them for medical expenses for the totality of their stay.
- **Non-European students** registered at KEDGE for more than 3 months: it is COMPULSORY BY LAW for these students to register for the French National Health Insurance (Sécurité Sociale). They will have to register with the CPAM (Caisse Primaire d'Assurance Maladie) on https://etudiant-etranger.ameli.fr/#/ after their arrival in France. The registration is free and students will be covered from their first day of registration at KEDGE. More details about the registration process will be given during the orientation session.
- **Students from Québec**: copy of the SE-401-Q-106 form

FACT SHEET 2020-2021

ACCEPtANCE LETTERS

Acceptance letters will be sent only to students applying for a French student visa.
No acceptance letter will be delivered to students not needing a visa unless requested.

FALL 2020

Nomination deadline: April 15th
Application deadline: May 15th
Orientation session: September
Semester dates: September-December

SPRING 2021

Nomination deadline: September 30th
Application deadline: October 15th
Orientation session: January
Semester dates: January - May
Definitive dates will be confirmed soon.
## 04 - Academic Programme Information

### OVERVIEW OF ACADEMIC PROGRAMMES

These programmes are offered to exchange students in Marseille, Bordeaux and Toulon according to students' academic level whilst at KEDGE.

<table>
<thead>
<tr>
<th>MARSEILLE CAMPUS</th>
<th>MANAGEMENT COURSES</th>
<th>KEDGE DESIGN SCHOOL*</th>
<th>GRADUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>kedge bachelor - professional bachelor</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>international bachelor of business administration - ibba</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>programme grande ecole “master in management” - 1st year level courses</td>
<td>Programme grande ecole “master in management” - 2nd year level courses</td>
<td></td>
</tr>
<tr>
<td>2nd YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>ENGLISH OR FRENCH</td>
<td></td>
</tr>
<tr>
<td>3rd YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>ENGLISH OR FRENCH</td>
<td></td>
</tr>
<tr>
<td>4th YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>ENGLISH OR FRENCH</td>
<td>ENGLISH OR FRENCH</td>
</tr>
<tr>
<td>1st YEAR MASTER STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>ENGLISH OR FRENCH</td>
<td></td>
</tr>
<tr>
<td>2ND YEAR MASTER STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>ENGLISH OR FRENCH</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MARSEILLE CAMPUS</th>
<th>MANAGEMENT COURSES</th>
<th>KEDGE DESIGN SCHOOL*</th>
<th>GRADUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1st year courses</td>
<td>2nd year courses</td>
<td>Master 1st year courses</td>
</tr>
<tr>
<td></td>
<td>FRENCH</td>
<td>FRENCH</td>
<td>Msc innovation &amp; design thinking - master 2nd year</td>
</tr>
<tr>
<td>2nd YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
<td></td>
</tr>
<tr>
<td>3rd YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td><strong>ENGLISH OR FRENCH</strong></td>
<td>FRENCH</td>
</tr>
<tr>
<td>4th YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
<td><strong>ENGLISH OR FRENCH</strong></td>
</tr>
<tr>
<td>1st YEAR MASTER STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
<td><strong>ENGLISH OR FRENCH</strong></td>
</tr>
<tr>
<td>2ND YEAR MASTER STUDENT</td>
<td>FALL &amp; SPRING</td>
<td><strong>ENGLISH OR FRENCH</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BORDEAUX CAMPUS</th>
<th>MANAGEMENT COURSES</th>
<th>INGENIEUR D’AFFAIRES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Kedge bachelor - professional bachelor</td>
<td>UNDERGRADUATE</td>
</tr>
<tr>
<td></td>
<td>Programme grande ecole “master in management” - 1st year level courses</td>
<td>GRADUATE</td>
</tr>
<tr>
<td></td>
<td>Programme grande ecole “master in management” - 2nd year level courses</td>
<td></td>
</tr>
<tr>
<td>2nd YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
</tr>
<tr>
<td>3rd YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
</tr>
<tr>
<td>4th YEAR BACHELOR STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
</tr>
<tr>
<td>1st YEAR MASTER STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
</tr>
<tr>
<td>2ND YEAR MASTER STUDENT</td>
<td>FALL &amp; SPRING</td>
<td>FRENCH</td>
</tr>
</tbody>
</table>

* Attention: only open to students with an educational background in Design

** Attention: the number of credits offered in this language is less than 30ECTSAND only for the spring semester
05 - Other information

## VISA

<table>
<thead>
<tr>
<th>European Students</th>
<th>No visa required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-European Students</td>
<td></td>
</tr>
<tr>
<td>Apply for a French student visa at Campus France for the following countries: Algeria, Argentina, Benin, Brazil, Burkina Faso, Burundi, Cameroon, Chile, China, Colombia, Comoros, Congo Brazzaville, Ivory Coast, Djibouti, Egypt, Gabon, Guinea, Haiti, India, Indonesia, Iran, Japan, Kuwait, Lebanon, Madagascar, Mali, Mauritania, Morocco, Mexico, Peru, Republic of the Democratic Congo, Russia, Senegal, Singapore, Taiwan, Togo, Tunisia, Turkey, Vietnam</td>
<td></td>
</tr>
<tr>
<td>Other non-European countries</td>
<td></td>
</tr>
<tr>
<td>Contact the closest French Consulate or Embassy.</td>
<td></td>
</tr>
</tbody>
</table>


## INTERNATIONAL STUDENTS

Our students’ associations: Interact (Marseille), Melting Potes (Bordeaux) and Welcome (Toulon) support the International Student Office with the integration of International students at KEDGE throughout the year by organising various events and providing support to incoming Students. International Students will be contacted before their arrival at KEDGE.

## PICK-UP ASSISTANCE & SUPPORT UPON ARRIVAL

### BORDEAUX CAMPUS
Available from Bordeaux-Mérignac Airport or Bordeaux-Saint Jean train station.

### MARSEILLE CAMPUS
Available from the Marseille Saint-Charles train station (downtown). From the airport: bus shuttle costs 8.30€.

### TOULON CAMPUS
Available from Toulon train station (downtown) or Toulon-Hyères airport.

## ACCOMMODATION

It is strongly recommended to book accommodations before arrival. The Housing service of KEDGE Business School is available on a single platform: https://kedge.studapart.com/en/

Students will find housing offers from private landlords, real estate agencies and student residences. A multilingual team is available 6 days a week to help find and book accommodation.

Students who already have a KEDGE email address can sign up using their KEDGE email address and the password of their choice.

Students who do not have a KEDGE email address yet, can create an account with their personal email and validate with the enrolment key: HOUSINGKEDGE

The school does not own dormitories on the Bordeaux campus, however we have some on-campus residences on the Marseille and Toulon campuses. Please note that we cannot guarantee that all international students will be living on-campus.

## HOUSING SUPPORT CONTACT

**BORDEAUX CAMPUS**: logementbordeaux@kedgebs.com / +33 (0) 556 846 326

**MARSEILLE CAMPUS**: logementmarseille@kedgebs.com / +33 (0) 491 827 314

**TOULON CAMPUS**: francoise.jegou@kedgebs.com / +33 (0) 494 918 262
ESTIMATED EXPENSES (€)

### Monthly fees

<table>
<thead>
<tr>
<th></th>
<th>BORDEAUX</th>
<th>MARSEILLE</th>
<th>TOULON</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCOMMODATION</td>
<td>350 € to 750 €</td>
<td>380€ to 700€</td>
<td>350€ to 700€</td>
</tr>
<tr>
<td></td>
<td>(depending on location, size and length of the stay)</td>
<td>(depending on location, size and length of the stay)</td>
<td>(depending on location, size and length of the stay)</td>
</tr>
<tr>
<td>FOOD</td>
<td>200 €</td>
<td>200 €</td>
<td>200 €</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>OFII registration (for the students holding a visa with the mention: CESEDA R311-3)</td>
<td>Approx. 60€</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Students Association</td>
<td>20 €</td>
<td>Free of charges</td>
<td>Free of charges</td>
</tr>
</tbody>
</table>

### MISCELLANEOUS

- Information about studying and living in France:
  - [www.campusfrance.org/en](http://www.campusfrance.org/en)
  - [www.diplomatie.gouv.fr/en](http://www.diplomatie.gouv.fr/en)

- Practical Information for International students:
  - [https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information](https://student.kedge.edu/student-services/prepare-my-studies-abroad/practical-information)

- Tourist information
  - Bordeaux and surrounding area:
    - [https://www.bordeaux-tourism.co.uk/](https://www.bordeaux-tourism.co.uk/)
  - Marseille and surrounding area:
  - Toulon and surrounding area:

- KEDGE Business School International Students Facebook groups:
  - [Bordeaux](http://Bordeaux)
  - [Marseille](http://Marseille)
BORDEAUX
DAKAR
MARSEILLE
PARIS
TOULON
SHANGHAI
SUZHOU