

European Business School, Paris France
Student Exchange Information Sheet
2006-2007

Address: **International Department**
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Contact Person 1: **Mrs. Karin Kempen**
Head of 3rd Year and International Programs

Work Scope: Overall Exchange Coordinator: exchange quota, program matching, outgoing student nominations, management of outgoing student issues, validation of study periods abroad

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Contact Person 2: **Mr. John Leader,**
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Work Scope: Management of Programs (French & English) for foreign students. Day to day management of foreign student issues.

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Website: www.ebs-paris.com
On-line Exchange Applications : Fill in and send application on website. To be found in :
"STUDY IN PARIS" on the home page.

TERM DATES:**Academic Year 2006-2007 (Provisional)**

- Fall semester: 18 September – 15 December, 2006
- Spring semester: 15 January – 20. April, 2007

ORIENTATION:

On the first day of semester (Monday, 10:00am) the students receive a day-long introduction to both life in the school and Paris in general. They all receive a full dossier which gives all essential academic and everyday information.

ON-LINE EXCHANGE APPLICATIONS DEADLINE:

- Fall semester: 30 May
- Spring semester: 30 November

HEALTH INSURANCE:

All foreign students are obliged to take out international insurance coverage prior to their arrival in Paris. In general, inexpensive coverage is available from the Student Services Dept. of the students' school of origin.

EXPECTED ARRIVAL DATE:

Arrival dates are normally at least 1 week before the Orientation Day. This is strongly advised especially in order to solve accommodation issues.

- Fall semester: 11 September 2006
- Spring semester: 08 January 2007

HOUSING & DEADLINES:

Incoming students have numerous accommodation options on arrival in Paris. EBS maintains a database of private accommodation which is available for consultation by all students enrolled for a coming semester. Typical options are:

- Home stay with a French family
- Individual apartment
- Shared Apartment
- Residence (Dorm-style accommodation) (Reservations: 6 months ahead of time)
- Single sex college accommodation

APPROXIMATE LIVING COSTS:

- **Accommodation:** 500-1200 euro / month (depending on accommodation standards)
- **Health Insurance:** Paid for before arrival
- **Food** (no meal plan available): approx. 10-20 euro / day
- **Books/ Class Reading Materials/Printing Costs:** approx. 100 euros / semester
- **Transportation:** approx. 50 €/month (Metro Pass)

LEARNING EXPECTATIONS:

- **Class format:** Tutorials, lectures, case-studies, group project work, business games.
- **Attendance policy:** Class attendance is mandatory. More than 25% absences in a course lead to exclusion from the course. All absences are noted and can affect the final grade.
- **Participation:** Class participation makes up part of the overall course grade.
- **Grading:** Students receive a grade out of 20 for each subject as well as a letter grade based on ECTS criteria (A-E).
- **Class size:** Language classes around 15, other subjects from 25-45.
- **Work load:** 3-9 courses with a maximum total number of 30 credits (European Credit Transfer System based). Globally one credit representing 10 to 15 taught hours minimum, the exact number depending on the workload generated by the course.
- **Course choices:** Exchange students are very free in terms of the number of credits they wish to take on. The Export Project and French courses are obligatory in the French stream, but the student may pick other courses. (30 ECTS credits = 17 Asian credits = 18 American credits).
- **Examinations:** Final exams take place over the last 2 weeks of semester. Certain courses have mid-term tests and progress checks. In all courses, class participation, homework exercises and the like will be included in the final grade.

AREAS OF CONCENTRATION:

Economics, Law, Finance, Marketing, Cultural Studies, General & Business French, Business Skills, Project Management.

LANGUAGE OF INSTRUCTION: French or English, depending on the chosen track or courses

STUDENT SERVICES AVAILABLE:

- **Course Structuring:** The international studies director will set a course of study with the individual student to tailor a course to the student's needs. This must then be validated by the school of origin and the relevant department heads.
- **Student Integration Services:** Apart from the administrative support given by the staff of EBS, the student body has a club to integrate all foreign students into the fabric of French life. Activities are organized both in and out of school hours between French and foreign students. Excursions are also organized around Paris. A buddy-system is also offered between French and foreign students. The primary point of contact for foreign students remains the International Dept.
- **Computer Services:** On arrival, each student is given an e-mail account, access to the EBS intranet and wireless access. All computer services are free of charge.
- **On-campus facilities**
Students receive a student card on arrival and will find most services necessary to the smooth running of the semester in or around the premises – which are in the heart of Paris.
- **Career advisory service/ Internships:** A career advisory service is provided to help find internships and/or employment for students after the semester is completed.