Global Bachelor in Business Administration
Saint-Etienne Campus

Nominations procedures
The nominations must be done via a new application “Mobility Online”. You will receive an automatic e-mail from emlyon business school with a personal link in order for you to create your account. Then, you will be able to nominate the students directly on the platform.
For any question regarding the nominations, please do not hesitate to send a mail to: incoming.globalbba@em-lyon.com

Workload
- A full semester workload is 27.5 up to 30 ECTS credits.

Course catalogue

Eligibility
To be eligible, students must be enrolled in a Bachelor programme. English level required: B2 (Common European Framework of Reference for Languages (CEFR))

Academic Calendar 2019/2020
- Fall Semester:
  September 3 to December 20, 2019
  Deadline for Nomination: June 1, 2019
- Spring Semester:
  January 27 to May 15, 2020
  Deadline for Nomination: October 1, 2019

Accommodation and cost of living
- Off-campus accommodation
  Cost of Living: 800 euros per month

Health Insurance
- Student French Social Security
  The “Sécurité Sociale” is French Health-care plan is a basic social coverage which allows you a part refund on your medical expenses. The French “Sécurité Sociale” is mandatory for every international students (European and non-European nationalities) staying more than 3 months in France.

International students
(coming from outside the European Union)
- Stay less than 3 months
  You have no obligation to register to the French insurance plan. However we strongly invite you to subscribe to an international insurance back in your country that will cover you during your stay in France. European students must have their European Health Insurance Card (EHIC) covering them for at least their whole stay.
- Stay more than 3 months
  - European Students/ Swiss nationals must have a European Health Insurance Card (EHIC), be sure that your card covers you for at least their whole stay. You will also have to register to the French social security through a dedicated website: https://etudiant-etranger.ameli.fr/#/ (available in English)
  - Non European students have to register to the French Social Security through a dedicated website: https://etudiant-etranger.ameli.fr/#/ (available in English)
Particular cases for students from the following countries have to provide the student affairs with:
- Québec: the form SE 401 Q106
- Andorra: the attestation SE 130-04
- Monaco: the agreement of coverage delivered by Monaco.

Complementary health insurance
It is possible and recommended to sign up for a complementary health insurance. LMDE or SMERRA have special offers for students but you can take the company of your choice. This insurance will allow students to get a better refund of expensive medical cares: dental care, specialists...

Third-party liability
It concerns insurance in case students cause damage to a third party. If you are not insured against this risk in your own country, you could be insured upon arrival at emlyon business school. It costs 10€ for one year.

Student card
In order to obtain the Student Card, students must have their administrative file on the platform complete and validated by the Student Support team. Make sure your file is complete before your arrival. You will receive information concerning the administrative registration on due time.

Visa
- Passport
Citizens of European Union countries only require an identity card to enter France, but citizens from other countries require a passport issued in their country of origin. The passport must not expire before the end of the planned stay.

Visa
For foreign students wishing to stay in France, the first step is to check if you need to obtain a visa from the French consulate in their country of origin: https://france-visas.gouv.fr/en_US/web/france-visas/ai-je-besoin-d-un-visa

There are two types of visas:
- Short-stay visa (visa de court séjour) is issued for stays up to 3 months.
- Long-stay visas (visas de long séjour) are issued for stays over 3 months.
- Long-stay visa D “Dispense Temporaire de Titre de séjour” (Temporary Exemption of Residence Permit) It allows students to study in a public or private institution of higher education for maximum 6 months. It is not renewable and does not entitle the residence.

- The student long-stay visa, called also Visa D-VLS-TS is a one-year visa renewable as a student’s residence permit. Specific documents will be required arriving at emlyon business school and formalities will be organized with the Student Affairs Department. For this kind of visa (visa - residence permit), students have to pay attention to keep with them the official consular form. This document is mandatory to confirm the visa at the arrival in France and at emlyon business school. The visa D VLS-TS of one-year has to be validated by the OFII (Office Français de l’Immigration et de l’Intégration), within 3 months of the arrival in France. It is a compulsory procedure. Please note that students will have to provide the following documents during the administrative registration at emlyon business school:
  - Valid passport + valid student visa

- Official consular form
- Medical certificates, lung X-ray included (vaccination statement, certificate of no contraindication for sports)

You can apply for your visa through Campus France https://pastel.diplomatie.gouv.fr/etudesenfrance

Please note 3 very important pieces of advice
- A tourist visa cannot be converted into a student visa in France or in any other country of the European Union and it does not allow the registration in a French school.
- A “1 Transit Schengen” visa does not allow to travel through Europe.
- A “D visa + 1 Transit Schengen” will permit to transit only once through a European Union country when coming to or leaving France.

http://bba.em-lyon.com/eng
http://bba.international-students.em-lyon.com

Contacts for agreements

International Relations Manager
Europe (except Germany and Italy) - Latin America - Asean countries
Mrs. Sonia CAMPILLO GARCIA
Tel: +33 (0) 4 78 33 79 13
campillo@em-lyon.com

International Relations Manager
Asia (except Asean countries) - North America - South Africa - Italy - Germany
Mrs. Patrizia VIDONI-COUTIER
Tel: +33 (0) 4 72 18 29 16
vidoni@em-lyon.com

Contact for incoming students

Mr. Robert BROCHET
Tel: +33 (0) 4 77 49 24 31
Incoming.globalbba@em-lyon.com

Contact for outgoing students

Mrs. Marie-Adeline BRUNON
Tel: +33 (0) 4 77 49 24 59
outgoing.globalbba@em-lyon.com

emlyon business school
- LYON • SHANGHAI • SAINT-ETIENNE • CASABLANCA • PARIS • BHUBANESWAR
23 avenue Guy de Collongue - CS40203 69134 Ecully cedex - FRANCE
em-lyon.com
51 cours Fauriel 42009 Saint-Etienne cedex 2 - FRANCE
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Workload
- A full semester workload is 27.5 up to 30 ECTS credits.
Summer Programme: 10 ECTS

Website and list of courses
- Available at: http://graduate.em-lyon.com/en/Exchange-Students
  - Programme
  - Courses & Content

Eligibility
- To be eligible, students must be enrolled in a Master programme. English level required: B2 (Common European Framework of Reference for Languages (CEFR)). Please note that the command of the French language is not required, yet a basic knowledge is highly recommended.

Pedagogical rules and regulations for exchange students
- Exchange student must comply with the starting date of each semester, including the orientation days. It is compulsory to obtain an authorisation for any late arrivals.
- If the student plans to miss one week, he/she has to ask emlyon business school beforehand for its authorisation (which is not guaranteed).
- The student must attend the workgroups in which he/she is enrolled.
- Plagiarism or cheating will be sanctioned by the mark 0 or the grade F.
- Non–validated courses will appear on the transcript of records and will not be removed.

Final assessment
- Exchange students will take their exams in the same conditions as regular students,
- Exchange students are NOT authorized to organise their exams individually with their professors;
- All students are expected to take their exams during the official exams periods.

Estimated cost of living
- Around 1,000 € per month.

Academic Calendar 2019/2020
- Fall Semester:
  August 30 to December 20, 2019
  Deadline for Nomination: June 1, 2019
- Spring Semester:
  January 6 to April 25, 2020
  Deadline for Nomination: October 1, 2019
- Summer Programme:
  Module 1 (European Business Environment): June 4 to 14, 2019
  Module 2 (Entrepreneurship: Global Issues & Local Opportunities): June 18 to 28, 2019
  Deadline for Application: February 15, 2019
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International mobility contacts

- International Relations Manager
- Europe (except Germany and Italy) - Latin America - Asean countries
Mrs. Sonia CAMPILLO GARCIA
Tel: +33 (0) 4 78 33 79 13
campillo@em-lyon.com

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Mrs. Patrizia VIDONI-COUTIER
Tel: +33 (0) 4 72 18 29 16
vidoni@em-lyon.com

- Incoming Students Coordinator
- • Incoming exchange students
  • Summer School students
  • Double Degree students
Ms. Sara KITEBER
Tel: +33 (0) 4 78 33 79 43
incoming.mscprogramme@em-lyon.com

- Outgoing Students Coordinator
- • Double Degree students
  • Summer School students
  • Incoming exchange students
Mrs. Céline DARMAILLACQ
Tel: +33 (0) 4 78 33 77 10
darmaillacq@em-lyon.com

We invite exchange students to visit our website http://graduate.em-lyon.com/en/Exchange-Students and carefully read the information regarding housing, insurance, administrative formalities, programme, etc

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