

# FACT SHEET

# Master in Management

Edition 2021-2022





# Exchange Programmes offered

## PROGRAMME TITLE

Master in Management

## LANGUAGE(S) OF INSTRUCTION

French and English

## LANGUAGE COURSES AVAILABLE

Exchange students may enrol upon arrival in a weekly French class, at no additional cost. In this case, they must take a French test before the start of the classes to evaluate their language level. The course is 2 hours per week and is for credit. French classes for beginners are offered unless there is a sufficient number of students interested.

## COURSES OFFERED TO EXCHANGE STUDENTS

**30-hour courses** taught 3h per session once a week during 10 weeks = 5 ECTS

**15-hour courses** taught 3h per session, during 5 weeks = 2.5 ECTS, starting either at the beginning of the semester or mid-semester

**The Summer session** is an intensive 4-week study programme offering a limited number of our regular electives (20 ECTS maximum).

**Prerequisites:** Depend on the course. Students interested in taking Finance courses should already have a strong background in finance.

Exchange students must register for their courses online (through the school intranet). Detailed dates for online registration will be provided, when available.

**There is no guarantee of enrolment in any of these courses although every effort will be made to assign you to one of your preferred choices.**

Please note that no internships are possible for exchange students.



# Exchange Student applications

## APPLICATION REQUIREMENTS

No GMAT, GRE or similar test is required.

### Language requirements:

We require exchange students to speak fluent English or fluent French in order to have no difficulties in management courses (minimum B2 level) taught in French and in English.

As exchange students will integrate our Master in Management programme, they will be studying with French and International students who are generally 21 to 24 years old. We would advise you to nominate students who are between the ages of 20 and 28.

After the official nomination, your students will receive an online application form.

## SUPPORTING DOCUMENTS REQUIRED FOR APPLICATION

- Curriculum Vitae (in French or English)
- Transcripts of previous years at university
- Proof of proficiency in French, if a student wishes to take management courses in French.
- Copy of passport or national ID card



# Academic calendar

FALL SEMESTER	Early September – Mid-December
SPRING SEMESTER	Early January – Mid-April
SUMMER SESSION	Late June – Mid-July

## NOMINATION DEADLINES

Fall semester	31 March
Spring semester	3 October
Summer semester	16 May

## STUDENT APPLICATION DEADLINES

Fall semester	15 April
Spring semester	10 October
Summer semester	23 May





# Academic information

## PEDAGOGY

The school uses various pedagogical methods:

- Courses with different student numbers, specifically adapted to each discipline
- Seminars, simulation games, workshops, market and case studies
- Research and consultancy studies, individual or group work
- Field work and assignments in various companies

## CLASS ATTENDANCE

**Class attendance is strictly mandatory.**

Students will be expelled from a class:

- From the 3rd missed lecture of a 30h course (whether or not the absence is justified )
- From the 2nd missed lecture of a 15h course (whether or not the absence is justified ) and he/ she will not be able to take the first exam for the course

**No course can be dropped after it has already started.**

## EXAMS

Students are evaluated at the end of the semester.

For electives, final exams are held during the last course session. The final assessment for electives might include: essays, in-class presentations, written quizzes and examinations, and group projects.

The core course assessment is a written exam administered during the last week of the semester.

## RESULTS

Students can see their results online (after completing a short evaluation survey for each course) usually in February (S1) and June (S2). Official transcripts will be available online for downloading.



# Grading system

Students' academic performance is evaluated according to a grade point scale out of 20 as explained below:

MARKS	DEFINITION
18 - 20	Outstanding Work that demonstrates a comprehensive knowledge of the subject area and addresses the learning outcome/assessment criteria in full. Where relevant, it shows evidence of independent reading, thinking and analysis. Well constructed and demonstrating a professional approach to academic practice.
15.6- 17.9	Very good Work that demonstrates strong knowledge of the subject area and addresses the learning outcome/assessment criteria well. Where relevant, it shows evidence of wide and comprehensive reading. Clearly written and adheres to the principle of good academic practice.
13 - 15.5	Good Work that demonstrates a sound level of knowledge of the subject area and makes a good attempt to address the learning outcome/assessment criteria, meeting all criteria to some extent, and most criteria well. Where relevant, there is evidence of thorough research of the topic(s). Well structured and logically written, it demonstrates good academic practice.
11 - 12.9	Fair Work that demonstrates knowledge of the subject area and attempts to address the learning outcomes/assessment criteria, achieving all criteria to some extent, and some criteria well, but perhaps also including irrelevant or undeveloped material. Where relevant, answers provide some evidence of analysis, but may be largely descriptive. Attempts to demonstrate academic practice are evident.
10 - 10.9	Satisfactory Work that demonstrates basic knowledge of the subject area and provides some level of response to the learning outcome/assessment criteria, but only achieving the outcome and meeting criteria to some extent. May not include important elements or information that is completely accurate. Where relevant, development of ideas is limited. Expression and structure lack clarity and evidence of academic practice is limited.
8 – 9.9	Poor Additional work is required before credit can be awarded.
< 8	Very poor Considerable further work is required.

## ESCP GPA (out of 20)

Each semester, the student GPA is updated based on the following calculation:

Average of the final grades (for validated courses only), weighted by the ECTS value of each course.

## ESCP Percentile

Each semester, students are ranked for each course on each campus based on the following percentile calculation:

$[(\text{number of students registered in the course} - \text{ranking based on the final grade}) * 100 / \text{number of students registered in the course}]$ . The best student will get 99% and the last one will get 0%.

## CREDIT SYSTEM/WORKLOAD

The minimum workload for an ESCP student is 16 ECTS per semester. There is no minimum required for exchange students. The maximum workload authorized is 30 ECTS (20 ECTS for the Summer Semester).

# Practical information

## VISA INFORMATION/LINK

If you are a citizen from the EU you don't need a visa.

For non-EU citizens:

- If studying at ESCP for a semester or more, students need a "VISA VLS-TS" *long séjour pour études* (extended stay study visa with residence permit). Valid for more than 90 days to 1 year.
- If studying at ESCP during the summer semester, students need a "VISA DE COURT SEJOUR" (short-stay study Visa). Valid for 90 days only.

**IMPORTANT!!!!** It is your responsibility to check with the nearest French Embassy/Consulate for the latest visa information. Exchange students should not enter France with a tourist visa.

- To apply for an extended stay study Visa VLS-TS in a country where a CEF (*Centre pour les études en France*) procedure is in force, you must go through the CEF procedure (also known as "Pastel"). Online application: <http://www.campusfrance.org/en/page/a-country-using-cef-procedure>.

## HOUSING

ESCP has no accommodation on campus. Students can apply for accommodation at the Cité Universitaire Internationale: [www.ciup.fr](http://www.ciup.fr) or use the ESCP **housing platform**. Thousands of accommodations from private owners, residence halls, real estate agencies, or rooms in private homes, are available close to the school. Access to the platform is available through the ESCP Digital Welcome Desk after registration as an exchange student.

## FEES

No tuition/registration fees for visiting students.

## HEALTH INSURANCE

Students will be asked to show proof of insurance, covering them for civil liability risks, repatriation assistance, individual accidents and medical costs abroad. It is **mandatory** for all students.

## COST OF LIVING

### Transport

Around 80 € per month ("Navigo pass" for the metro, buses, RER within Paris and nearby suburbs).

### Accommodation

Between 600 € and 1000 € per month (depending on the type of accommodation for single occupancy).

### Food

Around 300 € (lunch at the school cafeteria costs around 5 €).

### Mobile phone

10-40 € for a monthly contract.

# Contacts

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Relations Office

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