

FACT SHEET

PSB Exchange Program

2019 - 2020

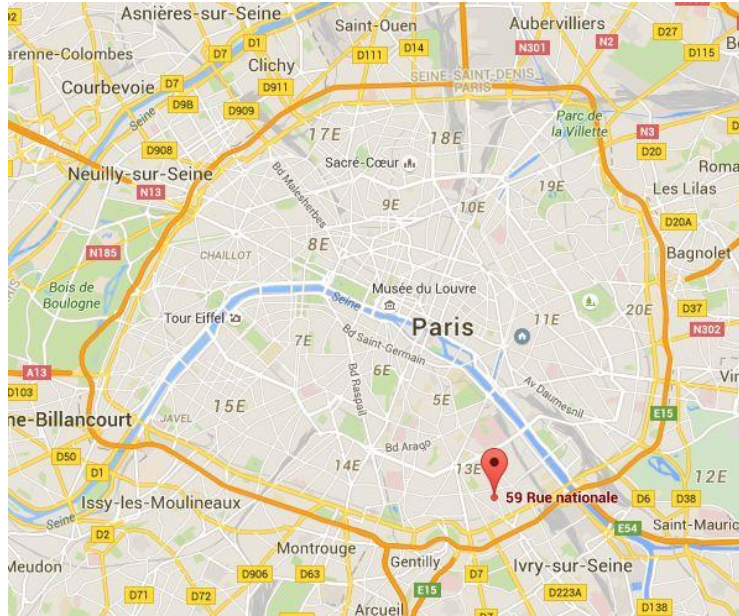
Dean: Mr. Armand DERHY, Ph.D

Erasmus Code: FPARIS 256

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EDUCATION PROVIDER

Name: PSB Paris School of Business
Location: International Office
[Campus Cluster Paris Innovation](#)
 59 rue Nationale
 75013 Paris
 France



ABOUT US

Founded in 1974, PSB Paris School of Business is a European elitist Grande École management school that combines academic excellence, international awareness and professional experiences.

A member of the Conference of Grandes Écoles, EFMD and AACSB, the institution offers several programs: Undergraduate (International BBA), Graduate (Grande École program), post-Graduate (MSc, MA, MBA, Executive DBA) as well as Study Abroad and Short term programs (Summer/Winter).

Cited as one of the top post-baccalaureate schools in France, its Grande École Program offers a 5-year course leading to an official Master level degree which is also internationally accredited by AMBA as of October 2014.

PSB Paris School of Business' mission is to train open-minded, operational managers and develop their knowledge in order to help them act beyond knowledge in their professional management career.

- PSB School website: <http://www.psbedu.paris/en>
- International Office website: <https://www.psbedu.paris/en/programs/exchange-program>
- International Office Facebook: <https://www.facebook.com/psbparisinternationaloffice/>
- International Office Instagram: [@psbeduparis](#)

COURSES AVAILABLE

International students enrolled in PSB Exchange or Study Abroad Program can select English or French taught courses from two different programs:

- PSB PGE (Grande Ecole Program)-Undergraduate & Postgraduate
- PSB IP (International Program)

Course catalogues (English and French courses) can be downloaded on our website:
<https://www.psbedu.paris/en/programs/exchange-program>

Students enrolling for PSB IP BBA courses and successfully completing 30 ECTS (core and elective units) can graduate a Certificate of Business in International Marketing, International Management, Finance & Accounting or Luxury Brand Management.

Course selection

The module selection is done once the student is accepted. The first week of lecture is the “add & drop period” during which any changes have to be reported to the International Office. After that, modules cannot be changed or removed and will later appear on the transcript.

Academic Load Exchange students can take a workload from 5 ECTS and up to 30 ECTS per semester.

Transcripts

The Transcript of Records will only be sent to the International Office of the home university up to 6 weeks after final exams. A copy can be send to student by email upon request.

Grading System

Both French System grades and Letter grades (US) appear on the Transcript of Records.

French System	ECTS Grade	Comments	Letter Grade (US)/GPA
19-20	A	Perfection	A+/4
17-18		Exceptional	A/4
16		Excellent	A-/3.7
15	B	Very good	B+/3.3
14		Good	B/3.0
12-13	C	Solid, Above expectations	B-/2.7
11	D	Acceptable	C+/2.7
10	E	Passing grade – Very average, barely satisfactory	C/2
9	FX	Unsatisfactory	C-/1.7
8		Lacks basic knowledge	D+/1.7
6-7	F	Poor	D/1.3
5		Very poor	D-/1
3-4		Little, if any knowledge	F/0
0-2		No knowledge	

ACADEMIC CALENDAR

- Fall 2019 semester: from mid-September to the end of December or early January – *Depending on the track student will choose*
- Spring 2020 semester: from mid-January to early May

Students will be informed of their exact semester dates within their Acceptance Letter.

EXCHANGE STUDENT ORIENTATION

- Mandatory
- Usually held at the program's start (information sent by PSB 3 weeks in advance)

The International Office offers an "International Student Orientation", where we will provide you with useful information concerning your study program, we will show you PSB Paris School of Business's campus, our intranet system and other important things you need to know when studying in France.

Please note that the orientation is mandatory for all exchange students.

APPLICATION PROCEDURE

For Partners

Please send your Exchange Students Nomination by completing PSB Nomination Form before:

- Nomination deadline Fall semester: **15th of May**
- Nomination deadline Spring semester: **15th of November**

Complete the 19/20 Nomination Form at: <https://form.iotforme.eu.com/83241422150342>

For International Exchange Student

Student application is done only through our online application system.

As soon as we receive student's nomination, your International Relations Coordinator whom will also be your main contact before, during and after your stay at PSB will send you the link to register online and find all the useful details about our course offering.

- Application deadline Fall semester: **30th of May**
- Application deadline Spring semester: **30th of November**

Required documents

The link will be sent out by the International Office after the student has been nominated. All below documents must be uploaded in the online application:

- Passport copy
- Transcript of Records
- Proof of English proficiency (IELTS 6.0 or equivalent for non-native English speakers) or proof of French proficiency (level B2 for non-native French speakers)
- A passport size colored photograph

Academic Requirements

Students should have studied for at least one year in a business or economics related program to enroll in our exchange program.

Language Requirements

Non-native students must satisfy language proficiency and submit an official test in English (IELTS 6.0 or equivalent) or in French (Level B2).

A Letter of Recommendation from the respective language teacher will also be accepted for students where English is commonly spoken (Scandinavia, Iceland, German Speaking countries, etc.).

French Language Course

PSB Paris School of Business offers French language classes to all international students. They are optional at different levels and take place before and during the semester. Students will receive 5 ECTS for successful participation.

ADDITIONAL INFORMATION

Student Visa (compulsory for non EU - countries)

Dependent on requirements from the French embassy of the students' home country.
Please contact your local [French embassy](#) or [Campus France](#).

Please make sure your visa starts before the beginning of orientation day.

Insurance (compulsory)

Before departure, students must own a full health cover for the length of their stay.

- EEA students do not need to purchase the health cover but must provide a copy of their European Health Insurance Card (EHIC).
- Non EEA students must purchase private insurance covering their whole period of stay in France

Students will have to submit a copy of their International Health Insurance to PSB International Office after the receipt of their Acceptance Letter.

Accommodation

PSB Paris School of Business International Office does not provide accommodation service directly.
We have gathered some accommodation options dedicated to International Students on the following links:

- <https://www.psbedu.paris/en/news/accomodation-around-psb-paris-school-business-and-campus-cluster-paris-innovation>
- <https://www.psbedu.paris/en/paris-student-life/discover>

INTERNATIONAL OFFICE CONTACT INFORMATION

The International Office is located on the ground floor, Room R.09 at PSB.
Opening hours are Monday – Friday from 9am to 6pm.

INTERNATIONAL RELATIONS OFFICE



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Head of International Relations Office

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Mrs Ana BARBARIC
International Relations Coordinator

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