



2020 - 2021

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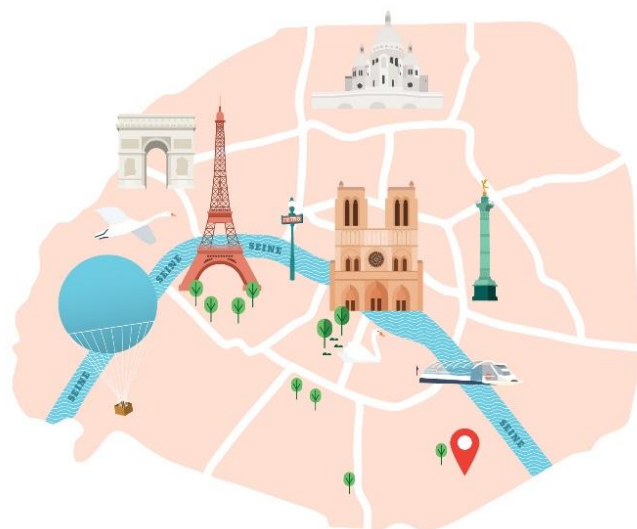
# PARTNER FACT SHEET

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Dean: Mr. Armand DERHY, Ph.D  
Erasmus Code: FPARIS 256  
Code OID: E10156126

## 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 management school that combines academic excellence, international awareness and professional experiences.

As a member of the Conference of Grandes Écoles, EFMD and AACSB, the institution offers several programs: Undergraduate (International BBA), Graduate (Master in Management 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, our Master in Management Program is also internationally accredited by AMBA as of October 2014, EPAS as of February 2019 and most recently AACSB in February 2020.

- PSB School website: <http://www.psbedu.paris/en>
- PSB IO website: <https://www.psbedu.paris/en/programs/exchange-program>
- PSB IO Facebook: <https://www.facebook.com/psbparisinternationaloffice/>
- PSB Instagram: @psbeduparis

*\*PSB IO: PSB International Office*

## AVAILABLE COURSES AND MODULES

International students enrolled in PSB Exchange or Study Abroad Programs can select courses from two different PSB programs:

- PSB MIM (Master in Management) - Undergraduate & Postgraduate
- PSB IP (BBA International Program) - Undergraduate

### **PSB MIM - Master in Management:**

This program consists of three years of Bachelor level studies (Undergraduate) and two years of Master level studies (Postgraduate). It has now achieved 5 national and international accreditations. International students can join this program for both under and postgraduate, either in English or French.

## PSB IP (BBA International Program)

The International Bachelor of Business Administration (BBA IP) consists of three years of Bachelor level studies (Undergraduate). International students can follow BBA IP courses either in English or French.

Course catalogues (English and French) can be downloaded on our website (available from early April 2020): <https://www.psb.edu.paris/en/programs/exchange-program>

**Students enrolling for PSB IP BBA courses and successfully completing 30 ECTS (3 core and 3 elective units) can receive 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 and approved by the PSB IO. After that, modules **cannot** be changed or removed and will later appear on the transcript.

Students can take a workload from 5 ECTS and up to 30 ECTS per semester (1 course minimum and up to 6 maxima per semester).

## French Language Course

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

## 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 sent to the 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	<b>Passing grade – Very average, barely satisfactory</b>	<b>C/2</b>
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

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- Fall 2020 semester: from mid-September to the end of December or early January – *Depending on the track student will choose*
- Spring 2021 semester: from mid-January to early May

Students will be informed of their exact semester dates within their Acceptance Letter. Please take into account that students in Master in Management Program usually start before the ones in the BBA International Program.

## APPLICATION PROCEDURE

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### Nomination (for partners)

Please send your Exchange Students Nomination by completing PSB Nomination Form. Nominations must be **submitted by the exchange coordinator/education abroad advisor at the sending institution** on behalf of each student seeking an exchange placement

- Nomination deadline Fall semester: **May 15<sup>th</sup> 2020**
- Nomination deadline Spring semester: **October 15<sup>th</sup> 2020**

Complete the 20/21 Nomination Form at: <https://form.jotform.com/200431252309341>

### Application (for international students)

Students apply through our online application system.

As soon as we receive the student's nomination, PSB will send the application link so the student can register and find the details about our course offering.

- Application deadline Fall semester: **May 30<sup>th</sup> 2020**
- Application deadline Spring semester: **October 30<sup>th</sup> 2020**

### Academic Requirements

Students should have studied for at least one year in a business or economics related with an average grade of 2.3/4 of the GPA system minimum to enroll in our exchange program.

Non-native students must satisfy language proficiency and submit an official test in English (**IELTS 6.0** or **TOEFL 80** or equivalent) or in French (Level **DEL F B2**).

A Letter of Recommendation from the respective language teacher will also be accepted for students who have been enrolled in English Business programs for at least two years at their respective home universities.

## Required documents

All documents below must be uploaded by the student on the online application form:

- Passport copy (attention to the expiry date!)
- Transcript of Records
- Proof of English or French proficiency
- A passport size colored photograph

## ADDITIONAL INFORMATION

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### Student Visa (compulsory for non EU - citizens)

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 arrival, students must purchase 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 IO before start of classes.**

### Accommodation

PSB Paris School of Business 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>
- <https://www.safehouse.fr/en/city/paris/>
- <https://paris.bluestripeliving.com/>

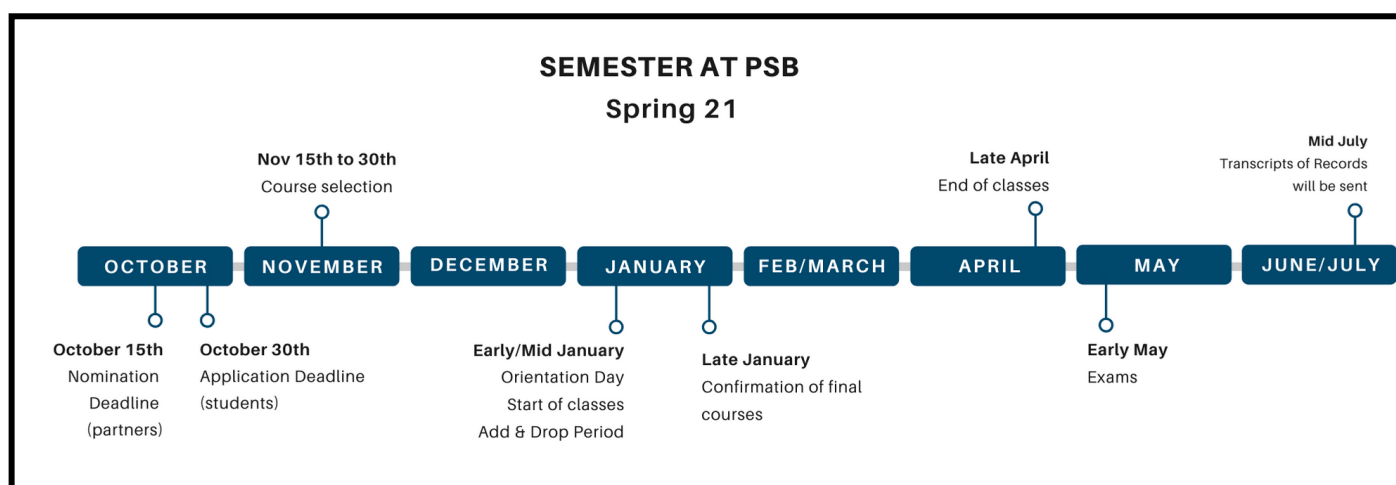
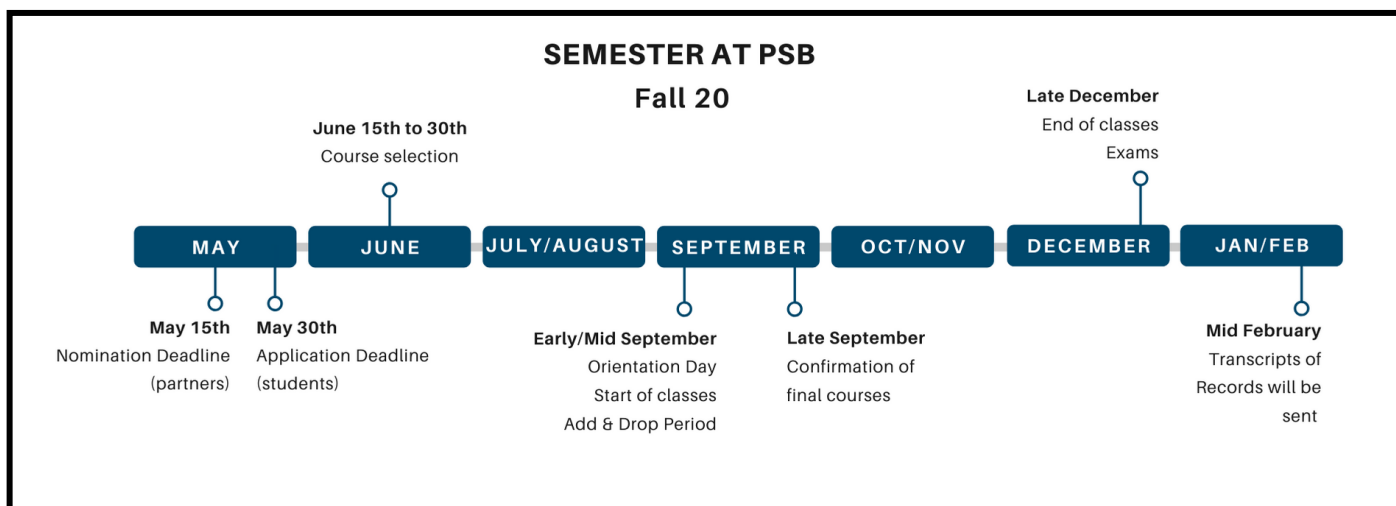
## EXCHANGE STUDENT ORIENTATION

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

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

**Please take into account that the orientation is mandatory for all International students.**

## CALENDAR SUMMARY



## PSB IO CONTACT INFORMATION

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The International Office is located on the ground floor, Room R.09 at PSB.

Opening hours: Monday – Thursday from 8am to 6pm, and Fridays until 5pm.  
Closed to students on Monday and Friday mornings until 1PM



### Your main contact:

**Ms Melissa LÓPEZ CASTAÑEDA**  
**International Relations Coordinator – Incoming Students**

+33 (0)1 55 28 95 88

■ [m.lopezcastaneda@psbedu.paris](mailto:m.lopezcastaneda@psbedu.paris)



**Mrs Clémence MACHEREZ**  
**Head of International Relations Office**

+33 (0)1 55 28 94 72

■ [c.macherez@psbedu.paris](mailto:c.macherez@psbedu.paris)