



## Information sheet EM Normandie 2018-2019

### Name of institution

<b>Ecole de Management de Normandie (EM Normandie)</b>
Erasmus Code : F-LEHAVR04      PIC number : 949299328
5 campuses in Le Havre, Caen, Paris, Oxford and Dublin

### Our campuses

Address	<p><b>Caen Campus</b> 9 rue Claude Bloch 14052 CAEN Cedex 4</p> <p><b>Le Havre Campus</b> 30 rue de Richelieu 76087 LE HAVRE Cedex</p> <p><b>Paris Campus</b> 64 rue du Ranelagh 75016 PARIS</p> <p><b>Oxford Campus</b> JERICHO BUILDING Oxpens Road Oxford OX1 1SA</p> <p><b>Dublin Campus</b> 19-21 Aston Quay Temple Bar Dublin 2</p>
FRANCE	
UK	
IRELAND	
Director of International Development	Mrs. Claudia SAMPEL <a href="mailto:csampel@em-normandie.fr">csampel@em-normandie.fr</a>
Assistant, International Relations Office	Mrs. Virginie BRIAND <a href="mailto:vbriand@em-normandie.fr">vbriand@em-normandie.fr</a>
Contact for incoming & outgoing students	<a href="mailto:incoming@em-normandie.fr">incoming@em-normandie.fr</a> <a href="mailto:outgoing@em-normandie.fr">outgoing@em-normandie.fr</a>  <b>Coordinators:</b> - Mrs. Mayra AGUDELO - Mrs. Justine BERG - Mrs. Virginie DELMOTTE - Mrs. Luisa HEBERT (on maternity leave until January 2019)

	<ul style="list-style-type: none"> <li>- Mrs. Héloïse LARRET</li> <li>- Mrs. Gulmira KALAUOVA</li> </ul>
Contact for partnerships agreements	<p><b>Europe (including Georgia, Kazakhstan, Turkey and Russia) :</b></p> <ul style="list-style-type: none"> <li>- Mrs. Alexandra LAASRI <i>International development manager</i> <a href="mailto:alaasri@em-normandie.fr">alaasri@em-normandie.fr</a></li> <li>- Mrs. Séverine GROULT <i>International development manager</i> <a href="mailto:sgroult@em-normandie.fr">sgroult@em-normandie.fr</a></li> </ul> <p><b>Outside Europe :</b></p> <p><b>Americas, Australia, New Zealand</b></p> <ul style="list-style-type: none"> <li>- Mrs. Alexandra FROGER <i>International development manager</i> <a href="mailto:afroger@em-normandie.fr">afroger@em-normandie.fr</a></li> </ul> <p><b>Asia</b></p> <ul style="list-style-type: none"> <li>- Mrs. Hélène PILET <i>International development manager</i> <a href="mailto:hpilet@em-normandie.fr">hpilet@em-normandie.fr</a></li> </ul> <p><b>Africa &amp; Middle East (including India and Nepal)</b></p> <ul style="list-style-type: none"> <li>- Mrs. Dorota LICHMIRA <i>International development manager</i> <a href="mailto:dlichmira@em-normandie.fr">dlichmira@em-normandie.fr</a></li> </ul>

## General web sites

Business School web site	<a href="http://www.ecole-management-normandie.fr/uk/">http://www.ecole-management-normandie.fr/uk/</a>
Information for Incoming students	<a href="http://www.ecole-management-normandie.fr/uk/international6/exchange-students/exchange-students-application-form.html">http://www.ecole-management-normandie.fr/uk/international6/exchange-students/exchange-students-application-form.html</a>
Welcome guide for exchange students	<a href="https://www.ecole-management-normandie.fr/upload/telechargementitem/fichier_131.pdf">https://www.ecole-management-normandie.fr/upload/telechargementitem/fichier_131.pdf</a>



## Academic calendar

Winter term (lecture period)	From September to December
Spring term (lecture period)	From January to April/May
Examination period(s):	Winter: mid-December (until 23 <sup>rd</sup> ) and on Le Havre Campus, Undergraduate year 3 also in January Spring: April/May (depending on programme)

## Nomination and application procedure

Nomination form available online:	<a href="#">ONLINE nomination form</a>
Nomination deadline	8th of April (Winter term and full year) 8th of October (Spring term)
Application form available online:	<a href="#">ONLINE application form</a>
Deadlines for application:	Winter: 15th of April Spring: 15th of October

## Course offer for exchange students

Website for undergraduate and graduate courses	<a href="#">Undergraduate and graduate courses</a>
Number of credits exchange students need to register for	30 ECTS credits per semester
French as a foreign language	Each course also offers the opportunity to take classes of French as a foreign language

## Summer School/Short term programmes

Offer and contact	See our <a href="#">website</a> Contact person: Mrs. Séverine GROULT <a href="mailto:sgroult@em-normandie.fr">sgroult@em-normandie.fr</a>
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## Language requirements

Language of instruction depends on the programme and can be French or English.
<b>For students participating in the programmes taught in English:</b>

#### UNDERGRADUATE:

B2, TOEIC 750, TOEFL IBT 72, IELTS 5.0

#### GRADUATE:

B2, TOEIC 790, TOEFL IBT 83, IELTS 5.5

#### **For students participating in the programmes taught in French:**

#### UNDERGRADUATE & GRADUATE:

B2 on DELF and TCF scores

For both languages of instruction, we also accept:

- A letter of recommendation from the home university attesting that the student's level meets our requirements
- A letter confirming that the student is completing or has completed studies in the language of instruction

Exempt: students for whom English or French is the native language

### **Accommodation**

Does the school provide help in finding accommodation?	Yes, please refer to the <a href="#">Welcome Guide for International students</a>
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### **Living expenses**

Average living cost per month ( in Euros)	800 to 900 euros (including accommodation)
Other expenses	See the <a href="#">Welcome Guide for International students</a>

### **Welcome Service**

Welcome event / orientation week (dates)	Orientation Days are organised at the beginning of each semester
Airport pickup	Yes (depending on the number of registrations)

### **Other useful information / Comments**

Visa procedures / Insurance required	Yes, please refer to <a href="#">Welcome Guide for International students</a>
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