



Fact Sheet – Exchange Program

ICN BUSINESS SCHOOL



Name of Institution	ICN Business School
Erasmus Code	F NANCY37
Address NEW!	ICN BUSINESS SCHOOL – ARTEM 86 rue du Sergent Blandan – CS 70 148 – FR-54003 NANCY Cedex
Website NEW!	http://www.icn-arterm.com/en/
Facebook NEW!	https://www.facebook.com/ICNbs.international

International Relations Office	Contact
Head of International Relations Office	Frédérique BOUTIN frederique.boutin@icn-arterm.com +33 3 54 50 25 49
Exchange Programs Manager	Maria KOLNIKAJ maria.kolnikaj@icn-arterm.com +33 3 54 50 25 27
Exchange Programs Advisors Incoming/Outgoing exchange students	Juliane AMBLES juliane.ambles@icn-arterm.com +33 3 54 50 25 26 Brenna TOUSIGNANT brenna.tousignant@icn-arterm.com +33 3 54 50 25 28
General Information for incoming students	icnexchange@icn-arterm.com

Important Dates		
Application Deadlines	1st semester/Year: May 15th	2nd semester: October 15th
Arrival Dates	End of August/beginning of September	Beginning of January
Integration week	Beginning of September (Nancy and its region)	First week of January (Seminar in the French Alps – Morzine*) *BBA program only
Semester Dates (including exams)	Mid-September to mid/end of December, depending on the program	Early-mid January to mid/end of May, depending on the program



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Admission Procedure and Requirements	
Admission Procedure	<ol style="list-style-type: none"> Nominate selected students: icnexchange@icn-arterm.com Send students application forms with the required documents
Required documents	<ol style="list-style-type: none"> Completed application form (with photo) signed by the Home University Curriculum Vitae or Resume in French or in English (depending on the language of study) Letter of motivation in French or in English (depending on the language of study) Copy of passport or identity card Academic transcripts from the last 2 years. For non-native English speakers: Copy of TOEFL or IELTS or TOEIC or Certificate of Cambridge if program in English or a certificate showing they have successfully completed a degree program taught in English or are currently studying in English at their home institution. Attestation of French B2 level from Home University if program in French
Language of Instruction	<ul style="list-style-type: none"> ▶ Undergraduate Programs ICN Bachelor 3rd year (1st semester or entire academic year only) – French ICN Bachelor – BBA program (3rd year) – English ▶ Graduate Programs IPM International Program in Management – French and/or English ICN MSc in Luxury and Design Management – 1st year English ICN MSc in Luxury and Design Management – 2nd year English (1st semester only) ICN MSc in International Business Development – 1st year English ICN MSc in International Business Development – 2nd year English (1st semester only)
Language requirements for non-native speakers	<p>Programs taught in English: TOEFL: 80 or IELTS: 6,5 or TOEIC: 750 or Certificate of Cambridge level C</p> <p>Programs taught in French: French B2 Level (CERF scale)</p>
Required academic level(s) for Exchange Students	<p>ICN Bachelor 3rd year / BBA Program: Minimum 2 years of completed studies IPM: Minimum 3 years of completed studies ICN MSc IBD 1: Minimum 3 years of completed studies ICN MSc IBD 2: Minimum 4 years of completed studies ICN MSc DLM 1: Minimum 3 years of completed studies ICN MSc DLM 2: Minimum 4 years of completed studies</p>
VISA regulations	<p>ICN Business School adheres to the CEF (Centre pour les Etudes en France) convention. Non-European students have to ask the Consulate for a “Visa de long Séjour – Demande d’attestation OFII”. The Consulate will stamp this official document that students have to bring to our International Relations Office upon arrival.</p> <p>Please click here to find out if you need to follow the CEF procedure.</p>



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Credit and Grading System	
French grading system	0 to 20 / 20 10 is a passing grade
ECTS credits	<ul style="list-style-type: none"> › 30 ECTS credits per semester › 60 ECTS credits per year

Additional information	
Accommodation	<p>ICN does not provide accommodation but helps to find different kind of accommodation:</p> <ul style="list-style-type: none"> › Furnished studios in private residences (about 300 to 400€/month) › Furnished room in a state-owned university residence (about 150 to 350€/month) › Private housing: prices will vary
Cost of living in Nancy	<ul style="list-style-type: none"> › From 400 to 700 Euros/month according to the type of accommodation + Some examples on www.campusfrance.org/en
General Fees	Approx. 70 Euros (library, sports facility etc.)
Mandatory Health Insurance	<ul style="list-style-type: none"> › <u>Erasmus Students</u>: European Health Insurance Card › <u>Others</u>: French social security (upon registration at ICN) – approximately 217€ › <u>Students from province of Quebec, Canada</u>: SE401-Q106 form required (Ministry of foreign affairs) to be exempted from French student insurance costs › More information on www.campusfrance.org/en
Student association ESN Globe & Co	<p>Facebook: https://fr-fr.facebook.com/GlobeAndCo</p> <p>Website: http://globeandco.wix.com/globeandco</p> <p>Pick-up service at the station by the student association “Globe and Co” team at the Nancy Train Station: globeandco@outlook.com.</p> <p>Students MUST give 48-hours notice</p>
Practical information	<p>Please refer to the Arrival Guide that is available on our website and sent with the admission letter:</p> <p>In English: http://www.icn-artem.com/wp-content/uploads/2017/09/International_Students_Guide_2017_web.pdf</p> <p>In French: http://www.icn-artem.com/wp-content/uploads/2017/09/Guide_Etudiants_Internationaux_2017_web.pdf</p>