PRÉSENTATION

WELCOME GUIDE
Ever since its inception in 1871, EM Normandie has always been about exploring boundaries and opening new perspectives for students and graduates, companies and higher education. Its new signature, "Old School, Young Mind", is a reminder that one of the oldest French Business Schools can attract youth at its core through a forward-thinking spirit and a thirst for exploration. In a globalised world where understanding foreign cultures is essential, EM Normandie learned to expand its reach beyond its Norman roots. Since 2013, 3 new campuses have been opened: one in Paris, one of Europe’s economic capitals; one in Oxford, world capital for academic excellence, and one in Dublin, central hub for start-ups and innovation. With more than 700 international students attending EM Normandie each year, the School has put welcoming international students at the heart of its strategy. At a time when knowledge is everywhere and theory alone is not enough anymore, EM Normandie explores new learning methods to provide more tools for students to use in their future careers. From co-operative opportunities to classes taught either in French or 100% in English, everything is designed for students to grow through exciting interactive courses, flexible training programmes, and innovative learning experiences. Anticipating future trends in technology and seeing career opportunities to be explored, the School has created new training programmes on all its campuses to provide students with tools they need to thrive in a professional environment through a combination of hard and soft skills actively sought by today’s recruiters. To facilitate students integration in an ultra-competitive labour market, the School has been exploring synergies with the business world and earning trust from companies worldwide. Through innovative pedagogical approaches such as the Career Path, mandatory experiences abroad and comprehensive work-study programmes, EM Normandie puts students at the helm of their future.

"Hendrik LOHSE
Director of international affairs"
We are pleased and honored that you are considering joining us for your studies. EM Normandie is developed to support a multicultural student body. The school has fostered an international spirit, with a priority geared towards student experience. We are committed to developing and educating leaders who will make a difference for the future. Central to our success is our ability to transform students and impact your critical thinking and vision of the world. We will provide you enthusiastic teaching but not only, your experience will also be about intercultural awareness, adaptability, and developing your network in a global and fast changing world. We hope that you will take advantage of all the opportunities during your studies at EM Normandie: discover our campuses, region, culture, language, dive into our social life and be part of our community. We think positive and believe that the sanitary situation will enable you to join on campus. If not, do not worry, we promise you a tremendous on-line experience (real time interaction with on campus students and professors). Supporting you is central to our mission at the International Office and we will guide you every step of the way. You are very much welcome here, we want you to feel at home. We wish you a tremendous stay with us ! And remember, this will be one of the best experiences in your life !
OUR TEAM
INTERNATIONAL COOPERATION TEAM

LAURENCE BOITEUX
Caen Campus
Deputy Director of International Affairs

SOPHIE ZION
Le Havre Campus
Assistant
OUR TEAM
INTERNATIONAL COOPERATION TEAM

ADAM AHARRAM
Le Havre Campus
Eramus+ & Short-term programmes

ALEXANDRA LAASRI
Le Havre Campus
Northern & Southern Europe
OUR TEAM
INTERNATIONAL COOPERATION TEAM

ALICE CATELAIN
Caen Campus
Northern Europe

GULMIRA KALAOUOVA
Caen Campus
Asia & Kazakshtan

LUIISA HEBERT
Caen Campus
Africa, Middle East & India

ANAÏG ROYER
Caen Campus
Eastern Europe
OUR TEAM

INTERNATIONAL COOPERATION TEAM

VIRGINIE DELMOTTE

Le Havre Campus
Western Europe

HELOÏSE LARRET

Le Havre Campus
Americas & Oceania
OUR TEAM
INTERNATIONAL COOPERATION TEAM

LAURENCE MARIET-SANCHEZ
PARIS Campus
Head of International Recruitment Department
OUR TEAM
INTERNATIONAL COOPERATION TEAM

AMANDINE DELATTRE
PARIS Campus
Eastern Europe, Asia, Maghreb, Middle-East

JULIETTE MONTUELLE
PARIS Campus
Western Europe

WILLY ZULOAGA
PARIS Campus
Americas
OUR TEAM
INTERNATIONAL COOPERATION TEAM

CLARISSE ISSA
DAKAR
Subsaharian Africa

RHEA CHERYL SHIVAN
BANGALORE
India and Sri-Lanka

PAULINE GIAIME
SHANGHAI
China and Northern Asia
EM NORMANDIE
KEY NUMBERS

1000
INTERNATIONAL STUDENTS

+200
PARTNER UNIVERSITIES

175
INTERNATIONAL VISITING PROFESSORS

+21 500
ALUMNI

+400
STAFF MEMBERS

5 800
STUDENTS

WELCOME TO EM NORMANDIE BUSINESS SCHOOL
EQUIS and AACSB 1% of Business Schools in the world are doubly accredited

86th among the best European Business Schools and 73rd place among the best Masters in Management of the Financial Times

78th out of 130 in the annual ranking of the best Masters in Management by QS World University Rankings

Conference of Grandes Ecoles among 38 Grandes Ecoles de Management awarding the Master Degree among more than 200 business and management schools in France

BSIS et EFMD (European Foundation for Management Development) label

CEF DG: Secondary school + 5 visa and Master Degree for the Grande Ecole Program issued by the CEF DG Commission d’Evaluation des Formations et Diplômes de Gestion

Secondary school + 3 visa for the Bachelor in International Management

EESPIG: Private Higher Education Institution of General Interest awarded by MESRI

UGEI: Union of Independent Grandes Ecoles

Happy at School
The School is ranked among the 74 Higher Education Institutions in France (comprising only 11 Business Schools), to receive this distinction that guarantees international students a high standard of quality in the welcome schemes and initiatives in those institutions certified. Initiated under the framework of the Welcome to France Plan announced by the French Prime Minister in November 2018, this new label awarded to EM Normandie certifies both the quality of the information given to international students seeking a training programme and the welcome they receive on the various campuses. The School met all the criteria reviewed by the commission: quality and availability of the information, welcome schemes, training programmes offered, housing, life on campus and a high standard of support after graduation.

EM Normandie is rewarded for its offer of training programmes both for its Bachelor International Management, Master in Management, and MS and MScs as well as its customised short programmes. An additional asset also pointed out was the efficiency of its support thanks to the International Affairs department and its single gateway for all welcome steps – the 'Hub', which directs students in all their administration formalities (resident's permit, social security and student mutual societies registration, housing, etc.). As for the Corporate and Careers department, it ensures that such publics are given all the necessary keys required to have a clear view of the working world in France whereas the EM Normandie Alumni Association makes a point of involving them fully into the EM Community.

As for student life, the events organised throughout the year on the campuses with the support of Student Societies and Associations contribute to the good integration of international students and to spread an international culture at the School.
Introduced by ChooseMyCompany, a company specialising in gathering, analysing and publishing certified reviews, the accreditation is awarded solely on the basis of the opinions of the students. It measures student satisfaction at higher education institutions through a questionnaire that focuses on 5 areas: the quality of facilities and respect for the environment, quality of teaching, student life, the strength of relationships with businesses and outlook for the future. EM Normandie is currently ranked in the top 10 schools on the Happy Index at School in France.

The involvement and enthusiasm of students resulted in EM Normandie Business School meeting the 3 essential criteria to win the accreditation (participation rate, recommendation rate and satisfaction average). It will draw even more students to the school and symbolises a well-deserved prize for each and every member of staff at the school, who work so hard every day to give students high-quality services and enable them to live the EM Normandie Business School experience to the full.

The following points in particular set EM Normandie Business School apart from other organisations: approximately 8 out of 10 students are fully satisfied with the facilities and equipment provided and student life, and 75% are satisfied with the teaching provision at the school.
Your home university coordinator or international office nominates you through an online form. This step is necessary in order to validate your application.

Go to the application link sent by your home university, fill out personal information, choose a programme and upload supporting documents:
- Copy of passport
- Transcript of records
- Latest diploma (double degree)
- Language certificate

EM’s International Affairs department evaluates your application and may ask you for additional information.

Your Letter of Acceptance is sent to you by email from EM’s student service (the HUB).

For support, candidates can contact incoming@em-normandie.fr

**Deadlines**

Fall/Academic year: May 15th for nominations, May 30th for applications

Spring: October 15th for nominations, October 31st for applications
You can fill out an online application (application fee of 50€)

EM Normandie evaluates your eligibility through various criteria

You will be invited to a Skype Interview by our staff

Once you have interviewed, you will receive by email your acceptance as well as information on the deposit payment

For support, candidates can contact: applyto@em-normandie.fr

Academic year: Before 1st of July for applications
**ACADEMIC LIFE**

**Academic Calendar**
The academic year is divided into two semesters: fall semester (September to December) and spring semester (January to June). Once your application is processed, the International Office will confirm the exact dates of your programme.

**Holidays and Bank holidays**
During your stay with us, you might have holidays in October, December, February or April. Usually, students have one or two weeks off. We will confirm dates to you when sending the academic calendar of your programme. For bank holidays, please consult this website for France or [here](#) for the UK.

**The European Credit Transfert System ECTS**
The validation of one semester is equivalent to 30 ECTS credits, a year to 60 ECTS

**Dual Degree Candidates**
Candidates will be conditionally admitted at first and fully admitted as a dual-degree student solely upon receipt of the official proof that they have successfully completed 4 years of study prior to their exchange programme.
Grading system & Exams

Grades in France are on a 20 point scale: 0 being the lowest grade and 20 the highest. The passing grade is 10/20.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Equivalence</th>
<th>Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>≥ 16</td>
<td>EXCELLENT - Very good work</td>
</tr>
<tr>
<td>B</td>
<td>≥ 14 &amp; &lt; 16</td>
<td>GOOD - Above average result despite minor errors</td>
</tr>
<tr>
<td>C</td>
<td>≥ 12 &amp; &lt; 14</td>
<td>FAIRLY GOOD - Generally good work despite some errors</td>
</tr>
<tr>
<td>D</td>
<td>≥ 11 &amp; &lt; 12</td>
<td>SATISFACTORY - Good effort but containing important errors and/or omissions</td>
</tr>
<tr>
<td>E</td>
<td>≥ 10 &amp; &lt; 11</td>
<td>PASS - Result satisfying minimum pass criteria</td>
</tr>
<tr>
<td>FX</td>
<td>≥ 8 &amp; &lt; 10</td>
<td>FAIL - Additional work is required to obtain credits</td>
</tr>
<tr>
<td>F</td>
<td>&lt; 8</td>
<td>BAD FAIL - Insufficient work to pass the module/course</td>
</tr>
</tbody>
</table>

Exchange students will be able to attend resits/makeup exams (if their sending university allows it) a few weeks after official results.

A Transcript of records will be sent directly to you by the end of February for students staying for the Fall semester and by the middle of July for students staying for the Spring semester.

For more information about the higher education system in France, please consult the Campus France website:
https://www.campusfrance.org/en
You will have to choose a programme and then courses for your learning agreement. It is not possible to mix courses from different programmes. You may take less than 30 credits (ECTS) if you wish to. Please make sure that you select a programme according to your level of studies: you can find the course offer on our website.

Please note the learning agreement you send us before your arrival is for reference only. Courses offered are subject to change. During the first 2 weeks of classes, you can add or drop courses by sending an updated learning agreement.
SERVICES FOR INTERNATIONAL STUDENTS

Transport reimbursement service
You have the possibility to get a refund for your trip from the airport/station to your housing (limit of 40€ per student). The International Cooperation department will send detailed information by email.

International Kick off day
Each semester, the international cooperation team organizes mandatory international kick-off day for international students. Throughout your first days with us, you will be invited to welcome coffees, ice breakers, intercultural workshops and many activities to get to know one another. We will also help you through administrative formalities and have fun activities to get to know each other. Moreover, student clubs such as International Council welcome international students through fun activities and a buddy program with French students. Our goal is to provide information and help students deal with day-to-day life issues while studying at EM Normandie.

Accessibility and equal opportunities
With students’ wellbeing at heart, a department is dedicated to equal rights, diversity, and opportunities. The school ensures all students a great experience each step of the way and helps accommodate students with disabilities.
STUDENT CLUBS
GET INVOLVED!

It’s a true breathing space in any French business school!

Student clubs bring extra dynamism to EM Normandie’s campuses by offering exciting events and projects in all domains: culture, sports, humanitarian and professional activities, or just for fun.

Exchange students can enjoy all these activities anytime throughout the semester but in order to participate in projects they will need to be enrolled in a year exchange program.

BDA : Bureau Des Arts (arts & culture club).
The BDA aims to promote art and culture in all its forms to students: music, painting, literature, cinema ...

BDS : Bureau Des Sports (sports club).
The BDS offers numerous sports activities, competitions and events both within the school and outside.

BDE : Bureau Des Étudiants (students club).
The BDE’s mission is to integrate all the ÉMiens and make them enjoy their student life as much as possible, thanks to campus activities and convivial evenings.
At EM Normandie, you will find students clubs dedicated to welcoming international students through fun activities and a buddy program with French students.

**Le Havre**
Instagram: international_council_lehavre
mail: ic.lehavre@em-normandie.fr

**Caen**
Instagram: International council caen
Email: ic.caen@em-normandie.fr

**Paris**
Instagram: international_council_paris
Email: coming soon !

**Oxford**
Instagram: international_council_oxford
Email: ic.oxford@em-normandie.fr
ADMINISTRATIVE FORMALITIES

THE HUB

A single and centralized administration service

The HUB is the single gateway for you once registered at EM Normandie. This department will help you before and during your study at EM Normandie with administrative formalities such as accommodation, visa policy, social security, etc. Each campus has a dedicated English-speaking coordinator within le HUB so that students’ integration can be as smooth as possible.

This department, which aims to act as a liaison between you and the school’s various departments, will help you throughout your studies, no matter your programme or campus.

The flexible team members will be at your service for any questions, requests for information, documents to submit or to withdraw a registration:
✓ Attendance certificates
✓ Certificates (end of studies, languages, etc.)
✓ Transcripts of records
✓ Internship agreements
✓ Formalities for internships, working abroad, etc.

The HUB objectives

• To centralise, simplify and optimise your daily administrative needs
• To track your records comprehensively
• To standardise practices : registration files, administration documents to ensure that quality standards are met.

Contact

Email: lehub@em-normandie.fr
(please indicate your campus & programme)

Phone numbers:
+33232927082 (Le Havre)
+33231469441 (Caen)
+33175000087 (Paris)
+44(0)1865681406 (Oxford)
+35319011175 (Dublin)
Once you are officially accepted, you will receive your ID and password on your personal email address.

You will then be able to access your registration portal. 
https://apps.em-normandie.fr/home

Please upload all the required documents and do not forget to press validate at the end of the procedure.

Once you have finished filling this out, you will be able to access your student intranet (school emails, academic calendar and planning, grades, non-attendance warnings etc) and also download your school certificate. Don’t forget to change the language to English on the upper-right corner of the webpage.
ADMINISTRATIVE FORMALITIES
VISA POLICY IN FRANCE

European students
There is no visa obligation as per the European immigration law.

Non-European students
A student visa is required.
There are two types of visas:
• Short-term visa (less than 3 months)
• Long-term visa (more than 3 months)

Documents that can be required by the Embassy for the visa application (non-exhaustive list):
• Passport
• Letter of acceptance by EM Normandie
• Proof of financial support
• Proof of health insurance coverage and/or travel insurance
• Proof of vaccinations (some consulates only)

For more information, please visit Campus France website.
ADMINISTRATIVE FORMALITIES

VIISA POLICY IN FRANCE

Upon arrival in France
You must fill out the OFII (French Immigration Desk) forms online depending on the visa you applied for.

If you have a Student Visa without « dispense temporaire »:
You need to go through the OFII procedure.

If it is written on your Student Visa « Dispense temporaire de titre de séjour » on your visa:
You do not need to do the OFII procedure (restrictions are applied to this particular type of visa. You will not be able to apply for housing support CAF).
The HUB will help you during the Kick-off day and guide you through the different steps of the process.

Please remember that despite our efforts to ensure your exchange with us under the best possible conditions, our School has absolutely no influence on the visa application processing time or the outcome of the application. It is the student’s responsibility to comply with and respect immigration procedures during their whole stay in France. Also, you also cannot come to France with a tourist visa as it cannot be converted into a student visa.
**ADMINISTRATIVE FORMALITIES**

**VISA POLICY IN UK**

**European students**
You can stay in the UK as a student for up to 6 months (one semester = four months) without a visa. If you plan to apply for one year, you will need to apply for student visa here (not a short-term study visa).

**Non-European students**
Please make sure that you need to apply for student visa (not a short-term study visa) here and start the application procedures as soon as possible. If a visa is needed, make sure to indicate the right amount of months (one semester = four months) and remind that EM Normandie is a Business Management School and not a language school.

Please remember that despite our efforts to ensure your exchange with us under the best possible conditions, our School has absolutely no influence on the visa application processing time or the outcome of the application. It is the student’s responsibility to comply with and respect immigration procedures during their whole stay in UK or Ireland. Also, you also cannot come to the UK or Ireland with a tourist visa as it cannot be converted into a student visa.
Administration FORMALITIES

Visa Policy in Ireland

European students
There is no visa obligation as per the European immigration law. However, keep in mind that Ireland isn’t a Schengen space member so you need a valid ID card to travel (not expired).

Non-European students
According to your citizenship, please make sure that you check whether you will need to apply for a visa here in order to study on our Dublin campus. If a visa is needed, please start the application procedures as soon as possible in order to make sure you get your visa on time!

Please remember that despite our efforts to ensure your exchange with us under the best possible conditions, our School has absolutely no influence on the visa application processing time or the outcome of the application. It is the student’s responsibility to comply with and respect immigration procedures during their whole stay in UK or Ireland. Also, you also cannot come to the UK or Ireland with a tourist visa as it cannot be converted into a student visa.
Students from non-EEA* universities

IN FRANCE
Two options:
1. Subscribe to a private health insurance in your home country that covers you for the duration of your stay with following guarantees: hospitalization, repatriation, medical fees, medicine reimbursement.
2. Register with the French Social Security upon arrival. This is free of charge and the HUB will help you through the formalities. For more information and online registration visit Ameli website.

For more information on social security in France, visit Campus France website.

IN THE UK AND IRELAND
Subscribe to a private health insurance in your home country that covers you for the duration of your stay with following guarantees: hospitalization, repatriation, medical fees, medicine reimbursement. You can use the medical services as a private patient and claim the costs back from your travel insurance.

NHS (applies to Oxford campus only)
The National Health Service (NHS) in the UK is free for UK nationals, people from the European Union, and students with a visa valid for more than 6 months. For more information and online registration visit here.

Students from EEA* universities
Prior to your departure, you must ask for your European Health Insurance Card – EHIC - and bring it with you. Make sure that it is valid for the whole duration of your stay. All your health related expenses must be forwarded to the health care administration you are affiliated to in your country of studies.

* European Economic Area
* Not yet opened in 2022/23 for incoming students
**CAMPUS LIFE**

**CAEN CAMPUS**

**Opening hours**
Monday to Friday 7:30 a.m. to 7:30 p.m. - Saturday 9 a.m. to 12 a.m.
Please be aware that an entry code will be given to you upon arrival to access the school. It might be changed a few times during the year.

**Where to eat**
Caen campus has a cafeteria selling lunch packages, vending machines for hot drinks, soft drinks, and snacks. You can also bring your lunch-box; microwaves are available. The cafeteria is open from Monday to Friday, from 8 a.m. to 3:30 p.m. Lunch is served from 11:30 a.m. to 2 p.m. At the university restaurant CROUS, you can get a 3-course meal for €3.25. You’ll need to get an Izly card for payment; on your first visit, bring your student card or your School Certificate. You can recharge your Izly card with cash or by credit card. Please be informed that public student cafeterias do not accept cash, only cards.

**Learning center 1st floor**

**Opening Hours:**
Monday: from 10:30am to 6pm
From Tuesday to Friday: from 9am to 6pm
Contact:
Learningcenter@em-normandie.fr

**Services:**
Access to books, magazines, magazines. Access to computers, working rooms, copy machine
CAMPUS LIFE
LE HAVRE CAMPUS

Opening hours
Monday to Friday from 7:30 a.m. to 11 p.m. - Saturdays from 9 a.m. to 12 p.m.
Once you have completed your school portal registration, the HUB will give you your student card, this card will allow you to access the building.

Gym room hours
Monday to Friday from 7:30 a.m. to 10 p.m. - Saturdays from 9 a.m. to 12 p.m.

Where to eat
Le Havre campus has a cafeteria selling lunch packages, vending machines for hot drinks, soft drinks, and snacks. You can also bring your lunch-box; microwaves are available. The cafeteria is open from Monday to Friday, from 8 a.m. to 2:30 p.m. Lunch is served from 11:30 a.m. to 2 p.m.

Learning Center 1st floor
Opening hours:
From Monday to Friday: from 9am to 7pm

Contact:
Learningcenter@em-normandie.fr

Services:
Access to books, magazines, magazines
Access to computers, working rooms, copy machine
**Opening hours**
Monday to Friday from 7:30 a.m. to 10:30 p.m. - Saturdays from 9 a.m. to 12 p.m.

**Where to eat**
NoLiTa Caffe : 29 Rue Henri Barbusse (150m) Italian Restaurant
Cantine Populaire : 21 Rue Henri Barbusse (230m) French Restaurant
Spicy World : 109 Rue Henri Barbusse (450m) Indian Restaurant

**Learning center**
**Opening Hours:**
Monday: from 10:30am to 6pm
From Tuesday to Friday : from 9am to 6pm

**Contact :**
Learningcenter@em-normandie.fr

**Services :**
Access to books, magazines, magazines
Access to computers, working rooms, copy machine
If you land in Paris but need to join our campuses in Caen or Le Havre, you can either choose Ouibus/Flixbus (option A), a collective taxi (Option B), the public transport (option C).

**Option A : Ouibus or Flixbus companies**

Departure from Paris to Caen or le Havre train stations.
The cost starts from €9.
Book on OUIBUS or FLIXBUS

**Option B : collective taxi**

Before arriving in France, you can book a collective taxi (or shared taxi) for a door-to-door trip from Paris airports directly to Caen or Le Havre.
It will cost approximately €110-120 for 1 person, €150 for 2 persons, €180 for 3 persons. If you book as a group, you will pay less individually. Indicate that you are from EM Normandie when booking.
For Le Havre: www.stvoyageurs.com
For Caen: https://www.vhp-limo.fr/

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**Caen Campus**
9, rue Claude Bloch 14052 CAEN CEDEX 4

**Le Havre Campus**
20, quai Frissard 76000 LE HAVRE CEDEX
HOW TO GET TO YOUR CAMPUS
CAEN AND LE HAVRE

Option C : Travelling with public transport

To get to our campuses in Normandy from Paris you must first go to Saint-Lazare train station (Gare Saint-Lazare) located in the centre of Paris (Case 1 : arrival at Charles de Gaulle airport / Case 2 : arrival at Orly airport – see next slide).

All trains for the Normandy region depart from this train station.

<table>
<thead>
<tr>
<th>Destinations</th>
<th>Trip duration</th>
<th>Cost (one way)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saint-Lazare (Paris) to Caen</td>
<td>2 hours</td>
<td>Between €32-35</td>
<td>Ask for a direct train to Caen.</td>
</tr>
<tr>
<td>Saint-Lazare (Paris) to Le Havre</td>
<td></td>
<td></td>
<td>End of the line station.</td>
</tr>
</tbody>
</table>

Please always be aware of pickpockets (who can be adults, teenagers, male and female) and thieves – Keep your personal belongings, computer cases with you.
# HOW TO GET TO YOUR CAMPUS

## Caen & Le Havre

### Case 1: Arrival at Charles de Gaulle airport (CDG)

<table>
<thead>
<tr>
<th>Journey duration</th>
<th>Fare</th>
<th>Companies</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 1: TAXI</strong></td>
<td>Around 45 minutes (may take longer depending on traffic)</td>
<td>From €50 Taxis Paris <a href="http://www.taxis-paris.fr/">http://www.taxis-paris.fr/</a> Alpha <a href="http://www.alphataxis.fr">www.alphataxis.fr</a> G7 <a href="http://www.taxisg7.com">www.taxisg7.com</a></td>
<td>This is a very practical option and you can share the cost with a friend.</td>
</tr>
<tr>
<td><strong>Option 2: ROISSYBUS</strong></td>
<td>Around 60 minutes Frequency: 15 - 20 minutes</td>
<td>From €12.50 ROISSYBUS <a href="https://www.ratp.fr/fr/visite-paris/visites-de-l-aeroport-ORLY">Buy your ticket when boarding the bus (small change needed) or at the exit gate at the airport or from the RATP ticket office nearby.</a></td>
<td>The shuttle bus will drop you at Opera; you can walk to the Gare St Lazare, (around 10 minutes walk).</td>
</tr>
<tr>
<td><strong>Option 3: METRO/RER</strong></td>
<td>RER B + RER E: around 45 minutes Frequency: 10 - 20 minutes</td>
<td>From €10.30 RER B from CDG to « Gare du Nord ». Then walk to Magenta RER E station (situated below Gare du Nord) and take RER E to “Haussmann Saint-Lazare”. Follow the directions for “Trains Grandes Lignes” and you will arrive on the Regional Trains platforms of the Saint Lazare train station.</td>
<td>The RAIL – RER/Metro is not really practical if you have a lot of luggage (narrow escalators).</td>
</tr>
</tbody>
</table>

### Case 2: Arrival at Orly airport (ORLY)

<table>
<thead>
<tr>
<th>Journey duration</th>
<th>Fare</th>
<th>Companies</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 2: ORLYVAL RER B METRO</strong></td>
<td>Around 45 minutes Frequency: 10 - 20 minutes</td>
<td>From €12.50 ORLYVAL from Orly airport to Antony (10 mn) RER B from Antony to Châtelet Halles station (25 minutes) Metro line 14 ‘Direction St Lazare’ (10 minutes). You can buy a single ticket. Then, follow the direction “Trains Grandes Lignes” and you will arrive at Saint Lazare train station.</td>
<td>The RAIL – RER/Metro is not really practical if you have a lot of luggage (narrow escalators).</td>
</tr>
</tbody>
</table>
30-32 Rue Henri Barbusse
92110 CLICHY

By public transports

Metro: Stop Mairie de Clichy, line 13
Metro: Porte de Clichy stop, line 14
Transilien: Clichy-Levallois station, line L
RER: Porte de Clichy stop, RER C
Tram: Stop Porte de Clichy, Tram 3B
Bus: Stop Jaurès-Barbusse, lines 174 and 341
Bus: Barbusse-Martre stop, lines 54, 174, 341, N15, N51
Bus: Stop Casterès, line TUC

Please always be aware of pickpockets (who can be adults, teenagers, male and female) and thieves – Keep your personal belongings, computer cases with you.
**Finding a place**
EM Normandie has its own online housing platform, Studapart, where you can find offers from property owners, student residences, agencies or the school community. You can connect to Studapart once you have your EM Normandie login. The HUB will also contact students studying in Le Havre & Caen about reservations for the CROUS student residences. They are government-owned and usually low-cost. If you opt for private housing, please be aware of potential scams! If in doubt, please write to us before signing anything.

**Finding a guarantor**
The VISALE system provides rental guarantees if you are renting an apartment or room in a university residence. Start the VISALE process as soon as possible—even before arriving in France. You don’t have to know your address in France to obtain a certificate of eligibility for VISALE (known as a “VISALE visa”).

**APL Housing Support**
The APL is a monthly housing subsidy at the CAF. This allowance is granted to applicants meeting different criteria (rent amount, surface of your flat, financial status...). Students may apply directly on the website or at a CAF office. www.caf.fr // 0810 29 29 29 (standard call fees apply).

This financial support is available for all European students and non-European students holding a “VLS-TS STUDENT D visa ceseda R311-3”. If you are a non-European student and your VISA mentions: “DISPENSE TEMPORAIRE DE CARTE DE SEJOUR”, you will not be eligible.

More info here and visit this blog for testimony.
**Compulsory Housing insurances**
Whatever type of accommodation you rent in France, you must subscribe to a MRH (Multi-Risques Habitation) insurance. This insurance covers mainly fire and flooding damage and also the tenant. This housing insurance must not be mistaken with the Civil liability insurance, another type of insurance which covers damages caused to a third party, which will also be asked within the first days upon arrival.

Your subscription can be done via private companies or even your French bank (ask about it when opening your account). There are different options with costs starting from €39 per year, according to your accommodation type, your contract and your age. Some types of accommodation will require that you subscribe to a housing insurance before you arrive in France. In other cases, you’ll subscribe within the first few days of rental.

**Finances**
In average, your monthly budget including accommodation, meals and housing insurance will vary according to your campus:
- Caen €800
- Le Havre €800
- Paris €1,200.

For more information, please refer to Numbeo and Campus France.

It will give you a good idea of a possible budget. You will often get discounts and special rates in a lot of places with their student card and if you are under 26 y.o. (cinemas, museums, transport etc.).

**3 good reasons to have a French bank account**
- To receive the Housing financial support (APL) if you are eligible.
- To receive the French Health Care Coverage reimbursements (non-european students)
- To renew your resident’s permit if needed (non-european students)

Your French bank will issue a French Master Card or VISA card. ATMs are available everywhere both in cities and more isolated places. Most banks are open from Tuesdays to Fridays from about 9am to 5pm, and Saturday mornings.
**LIVING IN FRANCE**

**Transportation**
Most public transportation companies have youth or student subscriptions available. Please be aware that you must hold a valid ticket for each journey. Frequent controls are held in every city and the fines can be high.

**Useful links**
- Le Havre: Lia (tramway and buses)
- Caen: Twisto (tramway and buses)
- Paris: RATP (metro and buses) / Vélib (bikes)
- Normandy: Bus verts (buses)
- France: SNCF (trains)
- Flixbus / Blablabus (buses)
- Blablacar (rideshare)

**Driving in France**
You can drive in France if you have a European driver's licence or an international driver's licence (if you are not European). Some things to know if you want to go this route: in France, you drive on the right with the steering wheel on the left side of the passenger cabin. Seatbelts are mandatory, and you are not allowed to use a mobile phone while driving. For safety reasons, there must be a reflective safety jacket, a warning triangle and two breathalyser tests in the car.

More information on how to get around every day in France here.
**LIVING IN FRANCE**

**Administration office hours**
Most administrations are open from 9 a.m. to 12 a.m. and from 2 p.m. to 4:30 p.m. from Monday to Friday.

**Postal services**
If you need to receive a parcel in France, you can get it sent to the International Office of your campus. You absolutely need to indicate your FULL Name and International Office.

**Shopping**
Most local shops are open from 10 a.m. to 7 p.m. from Tuesday to Saturday. Shopping malls and supermarkets are open from 8am to 8pm from Monday to Saturday. Only some grocery stores can be open on Sunday until noon.

**Working**
It might be difficult to find a student job in France and almost impossible if you do not speak French. Non-European students must have a VISA D indicating that working is allowed while in France.

**Smoking**
In France, smoking is prohibited in public places (school buildings, railway stations, airports, government buildings or offices, restaurants, cafes and nightclubs, etc).
**LIVING IN FRANCE**

**Electricity**
Make sure that you buy an adaptor from your home country before your departure (maybe two or more for your computer, your hairdryer etc.).
You might have difficulties finding the appropriate adaptor once in France.

**Emergency numbers**
Ambulances (15), firefighters (18), police (17), for any emergency 112 (can be dialed from anywhere in Europe).

**Find a doctor**
If you need a doctor, you can book an appointment online on Doctolib website: [https://www.doctolib.fr/](https://www.doctolib.fr/)
You can select the English-speaking practitioners in the search.

**Weather**
Think about packing appropriate clothes, shoes and a winter coat, accordingly with the continental and oceanic climate.

**Useful websites**
- [https://www.campusfrance.org/en](https://www.campusfrance.org/en)
CHECKLIST BEFORE ARRIVAL

• Ask for a visa if needed once you receive your letter of acceptance
• Book an accommodation
• Purchase your flight/train tickets
• Choose your courses and send us your learning agreement signed by your home university
• Register with your embassy in France
• Save scanned copies of all your documents on your cloud/email
• Think about your finances: how you will access your bank account, if you want to open a French account, monthly wires etc.
• Take care of your health insurance, either by asking for your European health card or purchasing a private insurance.
• Also, if you take any medication, check if it is available in France or if you need to bring extra with you.
### LIVING IN FRANCE

#### Checklist before you leave

- **Departure notice (préavis):** you should inform your residence or your property owner about your date of departure. Depending on your rental contract, this has to be done by sending a registered letter one to three months before the effective date of your departure in order to avoid any dispute.

- **Inventory (état des lieux):** before leaving your accommodation, you and your property owner will do the inventory together. If anything is missing or deteriorated, your property owner can retain a part of your deposit to cover for the renovation or replacement costs. You are also expected to thoroughly clean the premises before leaving, otherwise you may be asked to pay for cleaning services (around €50 an hour).

- **Deposit (caution):** reimbursement of your deposit does not happen automatically in France. According to French law, your property owner must give your deposit back within 2 months after your departure.

- **CAF, services, private insurances, bank:** you need to cancel your subscriptions or end your contracts. This can include electricity, gas, water, internet and telephone, housing insurance. Send a registered letter (lettre recommandée) to each service provider to inform them of your departure date. Remember to provide your contact information to the CAF (email or home address). You must also inform your bank with a registered letter or go directly to your bank; if you are moving to another city in France, let them know your new address.

- **General advice:** Our school will not cover debts incurred by students to a property owner, hospitals or any other service/administration. Students with outstanding debts can damage the image of EM Normandie and the school reserves the right to delay the awarding of student’s diplomas and transcripts of records in serious cases.
**LIVING IN FRANCE**

**FRENCH WAY OF LIFE**

**Survival French (just in case)**

Bonjour > Hello
Au revoir > Goodbye
Merci > Thank you
S’il-vous-plaît > Please

**Videos about French culture**
- Clichés on french people
- How to greet someone
- How to do « la bise »
- Our obsession with cheese

If you’re feeling homesick, don’t hesitate to come see us at the international office!
CAMPUS LIFE
OXFORD CAMPUS

Opening hours
Monday to Friday from 7 a.m. to 10 p.m. - Saturdays from 9 a.m. to 12 p.m.
Please be aware that a secret code will be given to you upon arrival to access the school.
It might be changed a few times during the year.

Where to eat
Restaurants near to the campus

Learning center
Opening Hours:
Monday: from 10:30am to 6pm
From Tuesday to Friday: from 9am to 6pm

Contact:
Learningcenter@em-normandie.fr

Services:
Access to books, magazines, magazines
Access to computers, working rooms, copy machine
If you land in London, the best option is to take a bus to Oxford.

<table>
<thead>
<tr>
<th>Journey duration</th>
<th>Fares</th>
<th>Companies</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>From London Heathrow International Airport</td>
<td>1h30</td>
<td>£23</td>
<td>The Airline (Oxford Bus Company)</td>
</tr>
<tr>
<td>From Gatwick Airport</td>
<td>2h30</td>
<td>£28</td>
<td>The Airline (Oxford Bus Company)</td>
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<tr>
<td>From Luton Airport</td>
<td>2h20</td>
<td>From £14</td>
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<tr>
<td>From Stansted Airport</td>
<td>1h40</td>
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</tr>
<tr>
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<td>1h</td>
<td>From £5</td>
<td>Trainline</td>
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</table>

Please always be aware of pickpockets (who can be adults, teenagers, male and female) and thieves – Keep your personal belongings, computer cases with you.
Finding a place
EM Normandie has its own online housing platform, Studapart, where you can find offers from property owners, student residences, agencies or the school community. Connect to Studapart once you have your EM Normandie login. For more information on accommodation in Oxford, please contact our bilingual team at accommodation@em-normandie.co.uk. Don’t forget to mention your SURNAME, name and telephone number. Housing insurance is not compulsory but you can get an insurance to protect your belongings.

Council tax
The Council Tax is a local taxation system used in England, Scotland and Wales. It is a tax on domestic property. As a full-time student on a qualifying course of education you don’t have to pay. At the beginning of the year or the semester, you have to come to EM Normandie administration. We will give you a certificate to prove that you are full time student in our school. This certificate will prove that you are exempt of council tax. You have to send it to the Oxford city council. The address is: St Aldates Chambers, 109 St Aldate's, Oxford OX1 1DS.

- We strongly discourage to go through NOPS agency. Students had bad experiences with this agency.
- We strongly discourage to do virtual viewing. Ask a classmate or the school to do it for you.
- Be extremely careful. If you want a furnished apartment, ask for a confirmation. Be aware of scams.
- We advise you to request a payment on monthly basis.
- The payment of the first month will be asked for accommodation booking as well as a deposit.
LIVING IN UK

Finances
In average, your monthly budget including accommodation (around 600 pounds) and other living expenses will be around 1000 pounds. You will often get discounts and special rates in a lot of places with their student card (cinemas, museums etc.).

Banks
Whether you decide to open a bank account in the UK or not, you can get cash out from any bank’s ATM free of charge 24/7. Banks usually shut around 4pm on weekdays and are closed on Sundays. For more information, you can visit the Banking section of Save The Student website.

Transports
We recommend you get a bike and a bus pass. The cheapest way to travel with Oxford Bus Company is by getting a bus pass called The Key. Your best option is Oxford SmartZone which allows you to get on any bus to and from the city centre. The Oxford Bus Company has no student special rate.

Driving in the UK
You can drive in the UK if you have a European driver’s license or an international driver’s license (if you are not European). Some things to know if you want to go this route: in the UK, you drive on the left with the steering wheel on the right side of the passenger cabin. Seatbelts are mandatory, and you are not allowed to use a mobile phone while driving. Use this tool to see if you can drive in Great Britain with your non-GB driving license.

Postal services
If you need to receive a parcel in the UK, you can get it sent to the International Office of your campus. You absolutely need to indicate your FULL Name and International Office.

Shopping
Most local shops are open 7/7 from 10 a.m. to 7 p.m. Shopping malls are sometimes open until 8:00 p.m. and supermarkets are open from 8 a.m. to 11 p.m. or even 24/24.
If you want to work in the UK and your visa allows it, you need to apply for the National Insurance Number (NiNo). Therefore, you must call the following number to fix an appointment with the Job Centre Plus: +44 (0)345 6000 643. Bring your ID/passport and a proof of address (tenancy agreement) for the appointment at Job Centre + near Gloucester Green, Oxford. For job offers, visit here, bring your Curriculum to the Westgate or to Bicester Village.

Smoking
Smoking is prohibited in public places (school buildings, railway stations, airports, government buildings or offices, restaurants, cafes and nightclubs, etc).

Electricity
Make sure that you buy an adaptor from your home country before your departure (maybe two or more for your computer, your hairdryer etc). You will probably have difficulties finding the appropriate adaptor once in the UK.

Emergency numbers
Police number is 999 or for any emergency call 112 (can be dialed from anywhere in Europe).

Find a doctor
Call 111 or [https://111.nhs.uk/](https://111.nhs.uk/) & [https://www.nhs.uk/service-search/find-a-gp](https://www.nhs.uk/service-search/find-a-gp)

Weather
Think about packing appropriate clothes, shoes and a winter coat, accordingly with the continental climate, and an umbrella or rain jacket, just in case.
LIVING IN UK

Checklist before arrival

• Ask for a visa if needed once you receive your letter of acceptance
• Book an accommodation
• Purchase your flight/train tickets
• Choose your courses and send us your learning agreement signed by your home university
• Register with your embassy in the UK
• Save scanned copies of all your documents on your cloud/email
• Think about your finances: how you will access your bank account, if you want to open a UK account, monthly wires etc.
• Take care of your health insurance, either by asking for your European health card or purchasing a private insurance.
• Also, if you take any specific medication, check if it is available in the UK or if you need to bring extra with you.
**LIVING IN UK**

**Checklist before you leave**

- **Departure notice**: you should inform your residence or your property owner about your date of departure. Depending on your rental contract, this has to be done by sending a registered letter one to three months before the effective date of your departure in order to avoid any dispute.

- **Inventory**: before leaving your accommodation, you and your property owner will do the inventory together. If anything is missing or deteriorated, your property owner can retain a part of your deposit to cover for the renovation or replacement costs. You are also expected to thoroughly clean the premises before leaving, otherwise you may be asked to pay for cleaning services (around €50 an hour).

- **Deposit**: your landlord must return your deposit within 10 days of you both agreeing how much you’ll get back.

- **General advice**: our school will not cover debts incurred by students to a property owner, hospitals or any other service/administration. Students with outstanding debts can damage the image of EM Normandie and the school reserves the right to delay the awarding of student’s diplomas and transcripts of records in serious cases. Please ensure all your bills have been paid before leaving.
Survival French (just in case)
- Hello > Bonjour
- Goodbye > Au revoir
- Thank you > Merci
- Please > S’il-vous-plaît

Good Manners in England
English people have a big sense of manners, here is some advice to make you a perfect UK resident:
- Respect the queue. Be polite and say “sorry”. Be discreet in public place.
- Be on time. Look at your right when you cross the road.

Videos about English culture
- Stereotrip on English food by Paul Taylor
- What do Europeans really think about British culture by BBC Three

If you’re feeling homesick, don’t hesitate to contact us at incoming@emnormandie.fr or the EM staff on campus!
**Opening hours**
Monday to Friday from 8:30 a.m. to 5:30 p.m.

**Where to eat**
Dublin campus does not have a cafeteria, but there are many options around the neighbourhood near Talbot Street.
By bus
If you land in Dublin airport, the best option is to take a bus to the city centre.

By taxi
You can also take a taxi from the airport to the city center. The estimated cost is between €25 - €30 and prices may vary depending on traffic congestion, number of passengers and time and day of pick-up.

Please always be aware of pickpockets (who can be adults, teenagers, male and female) and thieves – Keep your personal belongings, computer cases with you.
Finding a place
EM Normandie has its own online housing platform Studapart where you can find offers from property owners student residences agencies or the school community. Connect to Studapart once you have your EM Normandie login.

Lease length
Usually the tenancy has a one-year term agreement. Normally you cannot terminate a lease but you can request your landlord if you can assign the whole tenancy to someone and then end the lease early. Housing insurance is not compulsory but you can get an insurance to protect your belongings.

Housing insurance is not compulsory but you can get an insurance to protect your belongings.

- We strongly discourage to do virtual viewing.
- Be extremely careful. If you want a furnished apartment, ask for a confirmation. Be aware of scams.
- We advise you to request a payment on monthly basis.
- The payment of the first month will be asked for accommodation booking as well as a deposit.

Useful links
EM Normandie – Campus de Dublin on Facebook
Hosting Power: a platform dedicated to students’ accommodation in host families. Ideal for the practice of English and eventually enjoying some level of cultural immersion in Dublin.
Student.com: A worldwide free platform of student accommodation with online assistance with French speaker consultants.
Daft: https://www.daft.ie
Rent: http://www.rent.ie
EazyCity: http://dublin.eazycity.com
Myhome: https://www.myhome.ie

Students residences EM Normandie deal
1 installment plan, no deposit, flexible dates, bed and kitchen packs.

Dominic Place
Price from €263 per week
Location: 25-29 Dominick Street Upper, Dublin 7
Contact: dominickplace@unineststudents.ie

Beckett House
Price from €260 per week
Location: 123 Summerhill, Dublin 1
Contact: becketthouse@apartostudent.com

Point Campus
Price from €260 per week
Location: Point Village, Mayor Street Upper, Dublin 1
Contact: dublin@host-students.com
LIVING IN IRELAND

Finances
In average, your monthly accommodation budget would be between €700 and €1,200 per month. For food, including some meals bought on campus or in cheaper restaurants, you will probably spend between €70 and €100 each week.*You will often get discounts and special rates in a lot of places with their student card (cinemas, museums etc.,).
* For more information visit ICOS or Dublin city website

Banks
Whether you decide to open a bank account in Ireland or not, you can get cash out from any bank's ATM free of charge 24/7. Banks usually shut around 4pm on weekdays and are closed on Sundays.

Electricity
The electrical current in Ireland is 220-240 volts AC. Standard plug sockets are are 3-pin flat type. Make sure that you buy an adaptor from your home country before your departure (maybe two or more for your computer, your hairdryer etc). You will probably have difficulties finding the appropriate adaptor once in Ireland.

Postal services
Services include stamps, registered post, express mail, parcel post, money orders, postal orders, international reply coupons, TV licences and savings accounts, as well as bill payments. Local post offices are open (Monday to Friday) between 09:00 and 17:30 approximately and close for lunch between 13:00 and 14:00. Most post offices in towns and cities are open on Saturday mornings between 09:00 and 13:00. The General Post Office in Dublin (on O’Connell Street, Dublin 1) is the city’s main post office. For information on opening hours and services for all post offices, visit Anpost website.

Smoking
Smoking is prohibited in public places (school buildings, railway stations, airports, government buildings or offices, restaurants, cafes and nightclubs, etc.).

Public toilets
The male/female designation is often in the Irish language. You should go through the door marked FIR if you are a man and MNÁ if you are a woman.
Living in Ireland

Transports
The first thing you need to do, as soon as you arrive in Dublin, is to get a Student Leap Card (€10) which is the national student travel and discount card. It saves students money on public transport services as well as selected retail brand partners. You can download the application form here: www.studentleapcard.ie/

Dublin Bikes
There are bikes’ stations spread out across the city. All stations are equipped for Long Term Hire Card (€20) and 3 Day Ticket (€5). The first 30 minutes of use are free of charge. More information on: www.dublinbikes.ie

Train
Irish Rail Network (Iarnrod Éireann): The Irish Rail services operates in all provincial cities from two stations in Dublin, Heuston and Connolly Stations. More information on: www.irishrail.ie

Dublin Bus
Normal service runs from 5am to midnight. The Nitelink service operates from midnight to 5am. Please note that Dublin buses operate with an exact fare. The driver will note give you change if you have not paid the exact amount. You can pay by cash, by using your student Leap Card or with a prepaid bus ticket. Feel free to download Dublin Bus Application. More information on: www.dublinbus.ie

Irish Bus Network (Éirann)
Ireland has a nationwide network of buses serving all of the major Irish cities outside the Dublin area. More information on: www.buseireann.ie

Luas Tramlines
There are two tramlines in Dublin. The Green line connects Bridges Glen to Broombridges Train Station. The Red line connects Tallaght and Saggart to the 3 Arena and Connolly. More information on: www.luas.ie
Shopping
Shops are generally open Monday-Saturday from 09:00/10:00 until 17:30/18:00. Many also open for more limited hours on Sundays and Bank Holidays, particularly larger shops. Smaller grocery stores will normally open at 08:00 and remain open until 22:00 each day. Some of the larger supermarkets also have late opening hours (check locally) and bigger cities will have a late opening night on Thursdays.

Weather
Think about packing appropriate clothes, shoes and a winter coat, accordingly with the continental climate, and an umbrella or rain jacket, just in case.

Emergency numbers
Police number is 999 or for any emergency call 112 (can be dialed from anywhere in Europe) ; 101 to use when you want to contact the police but it’s not an emergency.

Find a doctor - General Practitioner
Dr Maria Lube - 36 C, Talbot Street – Dublin 1, +353 8 34 394 580
Dr Kevin O’FLYNN or Dr Margaret GRAINGER - 239 South Circular Road Dublin 8, +353 1 454 13 57 or +353 1 830 02 44 (night and week-end) - kevin.oflynn@sicp.ie

Pharmacy near campus
Active Life Pharmacy - Unit 27a Talbot Mall, Talbot St, Dublin 1, +353 1 878 2674
Hickey’s Pharmacy - 55 O’Connell Street Lower, North City, Dublin 1, D01 W2V3, +353 1 873 0427
Conefrey’s CarePlus Pharmacy - 136 Pearse St, Dublin 2, D02 R270, +353 1 677 3234

Useful apps
Gumtree Ireland - Just Eat - Real Time Ireland
LIVING IN IRELAND

Checklist before arrival

• Ask for a visa if needed once you receive your letter of acceptance

• Book an accommodation

• Purchase your flight/train tickets

• Choose your courses and send us your learning agreement signed by your home university

• Register with your embassy in Ireland

• Save scanned copies of all your documents on your cloud/email

• Think about your finances: how you will access your bank account, if you want to open an Irish account, monthly wires etc.

• Take care of your health insurance, either by asking for your European health card or purchasing a private insurance

• Also, if you take any particular medication, check if it is available in Ireland or if you need to bring extra with you
LIVING IN IRELAND

Checklist before you leave

• **Departure notice**: you should inform your residence or your property owner about your date of departure. Depending on your rental contract, this has to be done by sending a registered letter 28 days (less than six months) or 35 days (between 6 and 12 months) before the effective date of your departure in order to avoid any dispute.

• **Inventory**: before leaving your accommodation, you and your property owner will do the inventory together. If anything is missing or deteriorated, your property owner can retain a part of your deposit to cover for the renovation or replacement costs.

• **Deposit**: your landlord must return your deposit within 14 days of you both agreeing how much you’ll get back.

• **General advice**: Our school will not cover debts incurred by students to a property owner, hospitals or any other service/administration. Students with outstanding debts can damage the image of EM Normandie and the school reserves the right to delay the awarding of student’s diplomas and transcripts of records in serious cases. Please ensure all your bills have been paid before leaving.
LIVING IN IRELAND
Irish way of life – Dublin Campus

Survival French (just in case)
Hello > Bonjour
Goodbye > Au revoir
Thank you > Merci
Please > S’il-vous-plaît

Languages
While Irish is the first official language of the Republic, English is the first language of the majority of the population outside the Gaeltacht.

Videos about Irish culture
Top 10 foods to try in Ireland
Virtually visit attractions in Dublin

If you’re feeling homesick, don’t hesitate to contact us at incoming@emnormandie.fr or the EM staff on campus!
SAFETY INFORMATIONS

Because we care about our community, EM Normandie established a safety procedure to ensure student wellbeing. We recently signed a partnership with IREMOS, a private security company, in order to ensure safety for our entire community. You will be able to download a mobile app, get notifications in case of incidents. You will be informed of current events happening around you, have the possibility to sign up for a safety check and remain connected with our staff until you are safe.

Also, we would like to make you aware of some basic safety rules to follow:

• Beware of pickpockets: especially in crowds, touristic places, buses, and subways. One tip: try to avoid the complete “tourist look” (clothes that stand out, hiking shoes and raincoat, city guide and maps, huge cameras...)
• Beware of scams: because you are an international visitor and you may not know how everything works, you are an easier target for scams, being outside on the street (fake petitions, ring scam...) or in private (fake job offers, cash mandates...)
• Be careful when you are at ATMs
• At night, common sense will tell you to party with friends, stay with the group, share cabs (your security is worth more than few euros!) and avoid walking home alone if you can.
• Be discreet with your valuables, and do not carry too much cash. Lock your accommodation doors and car doors.

Cases when you should contact your embassy in France, Ireland or in the UK:

• If you lose your passport.
• If you find your passport after declaring it as stolen.
• If you are victim of a crime, your embassy can put you in contact with lawyers, translators and the police.
• If you lose all your money: in extreme cases and as a last resort solution, your embassy may arrange your repatriation
INTERNATIONAL STUDENTS' TESTIMONIES

Vincent
KU Leuven, Belgium
Cross-cultural Marketing & Negotiation Caen

“I was pleasantly surprised by how practical the classes at EM Normandie were. I learned a lot by doing real negotiations, analyzing real contracts and working with real businesses. I’m happy I chose EM Normandie. An experience I won’t forget.”

Anna
University of Economics in Prague, Czech Republic
European Business Programme Caen

“I recommend this program to people who go abroad to gain travelling experience and meet new amazing people.”

Basilio
Universidad Siglo 21, Argentina
M1 Global Track Oxford

"I am grateful to have the opportunity to complete part of my career at EM Normandie Oxford, which is a place with excellent academic and human level.”
Jakob
Hochschule Osnabrück, Germany
European Business Programme Caen

“Studying at the EM Normandie was a nice experience. The facilities of the university and the support of the staff and student organizations were very positive. Especially the International Office.”

Lucie
Cameroon
M2 Marketing & Stratégie Commerciale Le Havre

“EM Normandie places students at the heart of its success! New technologies are used to render classes dynamic and to foster exchanges, which is supported by expert lecturers who are empathetic listeners.”

Manav
Chitkara University, India
Cross-cultural Marketing & Negotiation Caen

“My stay at EM Normandie was really wonderful. It is an unforgettable experience. I learned a lot and made really such good friends.”
We look forward to welcoming you at EM Normandie Business School!

Contacts:

Exchange students: incoming@em-normandie.fr
Fee-paying students: applyto@em-normandie.fr
The HUB: lehub@em-normandie.fr

Website: https://www.em-normandie.com/en

Twitter: https://twitter.com/emnormandie
Facebook: https://www.facebook.com/EMNormandie
Youtube: https://www.youtube.com/user/TheEmnormandy