

International exchange programme Factsheet 2024/2025

GENERAL INFORMATION

Name of institution	ISIT – Institut de Management et Communication Interculturels
ERASMUS Code	F PARIS379
Website	https://www.isit-paris.fr/
Head of the Institution	Beate BALDWIN
Address	Main campus (please send your mails here): 23/25 avenue Jeanne d'Arc 94110 Arcueil – France <i>All the classes and activities exchange students are involved in take place on the ISIT Campus of ARCUEIL.</i> Head office: 39bis, rue d'Assas 75006 Paris – FRANCE

INTERNATIONAL OFFICE

Director of International Development	Christian VARGAS – c.vargas@isit-paris.fr
Erasmus+ and Bilateral Exchange Agreements	Khadija AHJAME
Outgoing Students	international@isit-paris.fr
Teaching & Staff Mobility	+33 (0)1 73 73 09 52
Outgoing International Students	
Transcript of Records	
Incoming Students	Gabrielle METAYER
Exchange Students enrollment and Transcript of Records	incoming.mobilities@isitparis.eu
Fee-paying Students enrollment	Hadja BARRY – admissions@isit-paris.fr
Dual degrees & joint degrees	Christian VARGAS – c.vargas@isit-paris.fr
International Relations Web Page	https://www.isit-paris.fr/en/

ACADEMIC COORDINATORS

Head of Arabic	Malek AL-ZAUM – al-zaum.malek@isitparis.eu
Head of Chinese	Sisi YANG – s.yang@isit-paris.fr
Head of English	Robert FLETCHER – fletcher.robert@isitparis.eu
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Head of Portuguese	Gisela HEYMANN – heymanngisela@isitparis.eu
Head of Russian	Anton OSMINKIN – osminkin.anton@isitparis.eu



ACADEMIC CALENDAR 2023-2024

Fall Semester

- French intensive lessons: from 2nd to 6th of September
- Orientation days (**compulsory**): from 9th to 13th September
- Fall semester from 16/09/2024 to 21/12/2024. (**exams included**)

Spring Semester

- French intensive lessons: from 7th to 10th January
- Orientation days (**compulsory**): from 8th to 10th January
- Spring semester from 13/01/2025 to 25/04/2025 (**exams included**)

NOMINATION

Procedure

Partners will receive an email from ISIT International Office including the link to ISIT online nomination form

Information to specify

- ✓ Student name, surname, gender, date of birth, email address
- ✓ Study cycle (UG/G), level in French, other languages
- ✓ Study period
- ✓ Name and email address of both Academic and Administrative coordinators

Deadline

Fall Semester : April, 15

Spring semester : October, 20th

APPLICATION

Procedure

Nominated students will receive an email from ISIT International Office including the link to ISIT online application platform

Required documents

- ✓ Photo
- ✓ Passport (or ID card for European students)
- ✓ Transcript of records
- ✓ CV
- ✓ Insurance certificate (European Health Insurance Card for European students)

Deadline

Fall Semester : May, 20th

Spring semester : November 10th

COURSES

Catalogue & language requirements

<https://www.isit-paris.fr/en/summer-schools-and-french-as-a-foreign-language-file/> (ISIT programs > List of modules open to exchange students)

Grading system

On a scale of 1 to 20, a minimum score of 10 points is required to pass.

Under 10	10-12	12-14	14-16	Over 16
Fail	Satisfactory	Good	Very good	Excellent
E	D	C	B	A

Transcript of records

Academic results will be sent by email to students (and their home university coordinator) 5 weeks after the semester ends.



Practical information

Visa

British and Non-European students must get a visa to study in France.

In order to apply for a visa, students shall provide their current **passport (valid for the duration of stay)** and their **acceptance letter**.

If you live in one of the 44 countries subject to the "Études en France" ("Studies in France") procedure, you must first apply to enroll in a higher education institution through the platform "Études en France". Your visa application will be automatically sent to the "Campus France office" of your home country through the platform.

For example, the following countries are all using the "Studies in France" procedure: *Argentina, Chile, China, Colombia, Lebanon, Mexico, Morocco, Russia, Senegal, South Korea, Taiwan and the United-States*.

If you do not live in one of those countries and you need a visa to come and study in France, please contact the French consular authorities in your home country.

Some consulates ask for an IELTS or a TOEFL proving a B2 level in English. Please also contact the French consular authorities in your home country.

TIPS: Follow this link to see if you need a visa or not:

<https://france-visas.gouv.fr/web/france-visas/accueil>

If you get a (VLS-TS, visa long séjour valant de titre de séjour)

You have until three months after the day of your arrival in France to validate your long-stay visa:

→ <https://www.campusfrance.org/en/how-to-validate-your-long-stay-visa-visa-long-sejour-upon-your-arrival-in-france> Please note that it will cost you 50€

Mandatory insurances

Three insurances are compulsory in France:

✓ Health insurance:

*If you are a European student, you will have to provide your European Health Insurance Card (EHIC)

*If you are a British or a non-European student, you will have to register online at <https://etudiant-etranger.ameli.fr/#/>.

Signing up via this website before going to France will allow you to apply for membership in the French social security system. The French Social Security system will reimburse you for your health care expenses.

<https://www.youtube.com/watch?v=qEpy9Xr9UKk>

In addition, we highly recommend subscribing to a top-up (complementary) health insurance policy in order to ensure optimal reimbursement of healthcare expenses.

This would be interesting for reimbursement with dentists, opticians, medical specialists or to cover possible hospital fees.

✓ **Housing insurance** (compulsory for all students whether you live in a student residence or choose private rental housing): covers all damages that your home may suffer or that you may cause to your neighbors (fire, water damage, natural disaster, etc)

✓ **Civil liability insurance** (generally included with the home insurance but please double-check): covers potential damage to another person or property



Accommodation

ISIT has partnerships with student residences, particularly ECLA residence (see <https://www.ecla.com>) which pre-books different types of accommodation for ISIT students.

Please, find the list of ISIT partner student residences on the following link: [Accommodation and food - Isit \(isit-paris.fr\)](https://www.isit-paris.fr/Accommodation-and-food-Isit) and in our practical guide (see link below).

Other types of accommodation are also possible: apartment-sharing, intergenerational housing, private-flat rental...

But, **we highly recommend that students NEVER transfer any amount of money as long as they have not visited the accommodation or signed a lease contract**, even for a pre-reservation!

Student Housing Aid ("CAF")

European students and non-European students with a VLS-TS visa may also be

eligible for student housing aid:

→ <https://www.youtube.com/watch?v=BqDHFfh2PP0>
(Tutorial)

ISIT Practical Guide for students

[N-Guide_Pratique_version_EN_2023-2024.pdf \(isit-paris.fr\)](https://www.isit-paris.fr/N-Guide_Pratique_version_EN_2023-2024.pdf)

Estimated cost of living

Accommodation	€600 to €1100 per month
Meals	€350 to €435 per month
Transportation around	€85 per month
Mobile phone	€2 to €20 per month
French "Baguette"	Around €1

Student associations

Our student associations will do their utmost to ensure you a great stay (BDE, Solidar'ISIT, Junior ISIT...).

ISIT's BDE (Bureau des Etudiants) ensures a friendly atmosphere at the school and plays a central role in helping new students get settled in, organizing many activities.

AlumniISIT connects all ISIT former students around the world fostering communication and sharing professional advice.