Fact sheet 2015 - 2016

Exchange Program & CEMS guests Program

> HEC Paris: One of the leading business schools in Europe

HEC Paris is a leading business school in Europe, world renowned for the quality of its degrees, faculty and research. For more than a century, our history of academic excellence and selectivity has enabled us to train inspired and responsible leaders, capable of anticipating changes in the world and leading them. HEC Paris is the first Business School in France to have received – as early as 2000 – the prestigious Triple Crown Academic accreditation: AMBA, EQUIS, AACSB.

> Benefit from a perfect combination of state of the art research with innovative training

HEC’s faculty is dedicated to academic research and has well-established expertise in all areas of business. This ensures that the courses provided are based on all the latest developments within market disciplines.

> Choose to live on a great campus

HEC campus offers an incomparable environment for students to learn, socialize and practice sports. Located close to Paris and Versailles, the 300-acre wooded campus is one of the largest in Europe.

> Make the most of a large international academic network

HEC has prestigious academic partners worldwide and offers its students numerous exchange opportunities as well as Double Degrees with top Business Schools. Additionally, HEC is co-founder of two major international networks: PIM (involving more than 50 world-class business schools) and CEMS (a strategic alliance of 27 leading business schools and over 70 multinational corporate partners).

> Enjoy the power of the Alumni network

Founded in 1883, the HEC Alumni Association is one of the largest in Europe with more than 50,000 members of 107 nationalities. It provides a platform for the exchange of experiences, ideas and information, facilitates entry into the professional world and accompanies career advancement. Services and events include career guidance, personal coaching, career fairs and seminars, monthly meetings with business leaders and an annual international management forum drawing together major senior business executives, experts and international business personalities.

In order to ensure HEC Paris’ international reputation and to maintain an active network, professional groups are organized in 78 countries of which the largest chapters are in Paris, New York, London, Shanghai and Hong-Kong.

> ... And that of the HEC Foundation

Thanks to their 7,500 individual donors, their 46 partnerships with leading companies and their 19 professional chairs and centers, the HEC Foundation, a non-profit organization, contributes to the development policy of HEC Paris in the fields of research, financial assistance to students and campus institutions.

For instance, the HEC Foundation sponsors the visiting professors program and funds all HEC Paris merit based scholarships, especially designed for high potential international students.
Fact sheet calendar

**Exchange Program**

**FALL:**
Welcome Session:
3-4 September 2015

Semester dates:
7 September - 18 December 2015

**SPRING:**
Welcome Session:
28 - 29 January 2016

Semester dates:
1 February 2016 - 27 May 2016

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**CEMS guests Program**

**FALL:**
Semester dates:
7 September - 18 December 2015

Welcome session
31 August 2015

Block seminar:
31 August – 4 September 2015

Beginning of courses:
7 September 2015 - 18 December 2015

**SPRING:**
Semester dates:
1 February 2016 - 29 April 2016

All spring dates are subject to changes.

STUDY PROGRAM

HEC Paris offers to exchange students:


Close links to the international Business World through companies participating in courses, conferences, business games, internships, recruitment sessions, etc...

Course load (for Exchange students only):
24 ECTS minimum - 30 ECTS maximum per semester. Student can choose freely between core courses and management electives among the following course list:

- Management Core courses (18h - 36-hour course): 3 / 6 ECTS
- Foundation Core courses (18h - 36-hour course): 3 / 6 ECTS
- Electives (18h): 3 ECTS
- Management Skills courses (20h week-end seminar): 3 ECTS (only one skill course is allowed per semester).
- French language course: (36h) 6 ECTS

EVALUATION & GRADING

Evaluations are based on class participation, oral, presentations, written exams, essays, projects or group reports. Credits are awarded to students having obtained a grade of A, B, C, D, or E. A final grade of FX and F means repeating the exam and in case of re-fail, students must repeat the course. In the case of a re-take, E is the only passing grade that can be awarded.

A = 4 - Excellent - outstanding performance
B = 3.5 - Very good - above the average standard
C = 3 - Good - generally sound work
D = 2.5 - Satisfactory Fair
E = 2 - Sufficient - performance meets minimum criteria
FX = 1 - Insufficient - Fail (credits non validated)
F= 0 - Very insufficient - Fail (credits non validated)

LANGUAGE

Language of instruction: English or French. All core courses are offered in French and English. Electives are held in French or English. French Language course: All international students are invited to take French classes, during their studies at HEC beginner, intermediate and advanced level.

Course offer: Fall course offer and course schedule will be available by mid-June and beginning of December for the Winter/Spring semester on (Check info on Intranet page for regular updates).

CAREER & INTERNSHIP SERVICES

As the first ranked business school in France, HEC receives internship offers constantly which are also open to exchange students under certain conditions. Every year, the HEC Career Center organizes several forums: October: Forum Finance, Forum Juridique (tax and law). November: Forum Conseil (consulting), January: Carrefour HEC (all sectors), Forum Alumni (Recruiting Alumni).
CAMPUS FACILITIES
French President Charles de Gaulle inaugurated the 250-acre wooded HEC campus in 1964.

Thereby HEC was becoming the first French Business School to create a real campus outside of Paris some 15 miles from Notre-Dame. The HEC campus is located in Jouy-en-Josas, a suburban town on the South-West side of Paris, close to Versailles. Public bus service available several times a day from campus to Jouy-en-Josas train station, and HEC SAVAC shuttle service, from campus to the Massy RER C station. Trains to and from Paris: (approx. 45 minutes). Check Intranet page for interactive train network map and buses schedules.

Student Organizations (in French: Associations):
Being a member of an “Assoce” helps developing one's sense of responsibility and Entrepreneurial spirit. Around 130 student associations exist at HEC and exchange students are invited to join them.

The International Student organization is a student-run “association” whose purpose is to bring French and International students together. Through events such as the welcome week, Discover France week-ends, plus various activities on and off campus. HEC IS students will ensure you have a great time, immersed in the French culture, but also among a real melting pot of people, from all over the world.

Sport Activities:

Our 1600 m² gymnasium is available for indoor sports, climbing wall, fencing rooms, dance, Ping-Pong, a fitness room, a dojo, karate, aerobics and yoga. Our 10 000 m² outdoor facilities include a rugby pitch, two soccer fields, four tennis courts, an athletic field and a golf practice range. Off-site sports include, rowing, riding, skiing, sailing, golf. Poly Technique School’s swimming pool access. Exchange students may take part in these activities during their exchange. Registration requirements: Medical Certificate (Established by student’s home practitioner + 25€ fee payable at HEC Sports Office).
ACCOMODATION

(Visit our intranet page Housing section for Residence descriptions)

Students are offered on campus accommodation by renting a room from one of the Residences available. Required: refundable deposit: 430€ + nonrefundable processing fee: 175€.

Accommodation: Single rooms from 450€ to 580€ & apartments for two at 680€ per month (340€ per person). Accommodation is guaranteed to all exchange students, but accommodation type of is not (subject to availability).

Other Facilities:

A 500 seats lecture hall
21 Auditoriums
1 Auditorium and 1 classroom equipped with video-conference system
13 classrooms seating 18/24 people, 11 classrooms seating 40/50 people
A library with approx. 60 000 books and 740 journals, CDs, PCs, etc.
A trading room (in collaboration with Reuters)
1 open-access computer room, networked PCs throughout the campus, Wifi
A linguistic resource center with workstations
2 business bookshops
1 printing center
A spacious 1000 m² reception/exhibition area
Chapel for religious activities
Infirmary

Food:

A university restaurant seating 650 students, serves 2000 to 2300 meals a day (lunch and dinner). The ‘student Foyer’, (called K’Fet) serves coffee, sandwiches, pizzas, hot and cold beverages.

Estimated living expenses: (2014/2015)

Mandatory housing insurance and liability: 35€- 45€ / year (Information upon arrival via Banks Forum)
Meals: Approximately 5€/meal for breakfast, lunch & dinner, if taken at the students restaurant.
Resident’s permit fee when applicable: 58€
Campus contribution BDE+IS events (optional): approx.: 75€/semester or approx.: 40€ if you open a bank account during On Campus Banks forum. Check with the International student’s organization or visit their Facebook page: HEC International Student Society

Required documents and compulsory Insurances:

Arrival Pack to print prior to arrival along with copies of documents such as: Passport, visa, OFII form
European Social Security card (E.U Citizen), Health insurance, Medical certificate for sports practice.
Non-European students staying in France for more than 3 months must register to the Social Security System.
The fee is 213€ (2014/2015). Registrations will be made only at HEC, upon arrival. This insurance does not cover coverage for repatriation, travel insurance which students must purchase prior to their arrival.

Exemptions:

Students from Quebec are exempted from this registration if they provide the SE401Q102 bis or form SE401Q106 from their home university. Students from Switzerland are exempted if they provide their Health insurance card. Civil liability insurance is compulsory for all exchange students (European and non-European).

Each beginning of semester, Banks are coming to HEC campus to offer services such as: Current account openings, housing insurance (specific to HEC residence rooms), inclusive of Civil Liability, for a few more euros, this presented as a package when opening an account. This is called: “The Banks Forum”

Visa Procedures and forms:

Please see “VISA” section on our intranet page (access link, see last page of fact sheet).
How and when to nominate your students?

**Deadlines:** Fall: April 1 (or April 13th 2015 if required) - Spring: Nov 13th 2015

**Step 1**
(You nominate your students via your Universities Coordinator’s nominations account)

On-line nominations (ISEA system):
http://appl1.hec.fr/ISEA/CoordLog.jsp

**Step 2**
(we contact your students)

On-line registration for students (ISEA system):
http://appl1.hec.fr/ISEA/EtudLog.jsp

(They upload of resume, transcript, and photo)

Visit our HEC intranet page (see link below) dedicated to Exchange students, CEMS guests and Double Degree (Exchange) students is intended to be consulted by students almost on a daily basis (at times) and used as a useful resource for pre arrival preparation. (Academic and course information for Exchange students only). The Content Editor section is used as a journal to inform all of recent updates and uploads. All you will need to know about the exchange will be located there.

https://portal.hec.fr

Login: international
Password: student@Infopage

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