

**Information for EPSCI, BBA ESSEC International Exchange Students
Timetable for the EPSCI Orientation Session
Thursday 26th and Friday 27th August, 2010**



Dear International Exchange Student,

Welcome to EPSCI- BBA ESSEC Business School. We are looking forward to meeting you and hope that you will have a safe journey here and a very enjoyable stay with us once you arrive.

For the Fall Semester 2010 we are pleased to receive 147 international students from 25 different countries. When classes start, you will also be studying with EPSCI, BBA ESSEC students who are in their 3rd Year and Final Year students who are returning for their last semester of study before graduating.

Our mandatory Orientation Session on **August 26th and 27th** is organised in order to familiarize you with our teaching system and administrative procedures. We also hope to provide you with plenty of opportunities to make friends quickly and easily with both French students and other international students on our Exchange Programme.

We will start off with a **Welcome Breakfast at 8.30am on Thursday 26th August** details of this and all the other information sessions and social activities are given in the following pages. Please read the enclosed timetable carefully to make sure that you don't miss any important events!

Best wishes from all of us who aim to make your stay with us a happy, successful and memorable experience!

Léopold Kahn
Dean, EPSCI, BBA ESSEC Business School

Tracey Moore
International Relations

*PS: please bring at least one semi-formal outfit (e.g. business suit) to France with you, as some teachers require students to dress smartly for class presentations. You will also need your **laptop** for the orientation session, and an RJ 45 straight cable in order to use to connect to the ESSEC portal as soon as you arrive.*

Your contacts at EPSCI, BBA ESSEC Business School

Dean, EPSCI, BBA ESSEC Business School

Léopold Kahn
Tel : 01 34 43 31 55
Office number: E122
Email : kahn@essec.edu

EPSCI, BBA, International Relations

Tracey Moore
Tel : 01 34 43 33 64
Office number: E111
Email : mooret@essec.edu
On vacation from 30th July – 20th August

website <http://www.essec.edu/programs/bachelor-in-business-administration.html>

Head of the ESSEC Office of Student Affairs (OSA)

Your contact for French administrative issues: visas, resident permit applications, French social security payments, practical information

Evelyne Nickel
Office number: C117B
Tel : 01 34 43 33 81
Email : nickel@essec.edu or iso@essec.fr

Office of Student Affairs helpdesk

For French administrative issues: visas, resident permit applications, French social security (healthcare) payments, questions about APL for students not living in the Alegessec residences

Véronique Féré and the other Office of Student Affairs helpdesk staff

Office number: **H103C**
Tel : (33) 1 34 43 33 82
Email : iso@essec.fr
Website for administrative and practical information:
<http://www.essec.edu/student-life/studying-in-france.html>

Alegessec Housing Office

Alegessec, Foyer du Parc, 7 avenue du Parc, 95020 CERGY Tel : (33) 1 34 43 60 00

Room allocations, housing queries in general, APL questions: Alegessec-gestion@essec.fr

**EPSCI Orientation Session Timetable
International Students**

Day 1: Thursday 26th August, 2010



Welcome Breakfast
Eurest "Self" (self-service restaurant)

8.30am –9.00 am



In order to get the Orientation Session off to a good start and to enable you to meet your fellow international students, we invite you to attend our informal

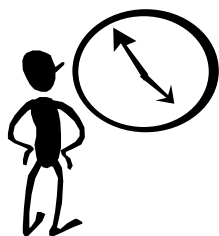
Welcome Breakfast

Tea, coffee, orange juice and croissants will be served.

Where is the "Self"??



When you arrive at the big brown doors at ESSEC, go through into the main entrance hall, straight up the stairs in front of you, then left into the "self" (staff self-service restaurant).

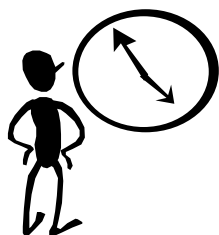


EPSCI Orientation Session Timetable International Students

Day 1: Thursday 26th August, 2010

Don't forget your personal laptop computer!!

Time & Place	Thursday 26 th August
8.30-9.00 am <i>Self-service Restaurant</i>	Welcome Breakfast <i>Léopold Kahn, Tracey Moore, Isabelle Dumont-Renard, Virginie Gravelaine</i>
9.00-9.30 am <i>Grand Amphi (GA)</i>	Presentation of the Alegessec residences and services (APL etc). <i>Jill Boulonnois, Alegessec</i>
9.30-10am <i>GA</i>	A few words of welcome by Pierre Tapie, Dean of ESSEC Business School and Léopold Kahn, Dean of EPSCI, BBA ESSEC Business School
10-11.30 am <i>GA</i>	Introduction to EPSCI : presentation of the institution and administrative organisation and timetable information <i>Léopold Kahn</i>
11.30-12pm	Tour of the ESSEC Campus <i>Tracey Moore, Isabelle Dumont-Renard, Virginie Gravelaine, WWW</i>
12-1.00pm	Sandwich Lunch <i>with EPSCI Worldwide Welcome</i>
1.00-1.30pm <i>GA</i>	Completion of ESSEC enrolment forms IMPORTANT!! We will require the following administrative documents at this meeting if you have not already sent them: <u>All European Union students : a photocopy of your European Health Card</u> <u>All Non-European students : a copy of your private health insurance document</u> <i>Evelyne Nickel, Véronique Féré, OSA</i>
1.45-3.45pm <i>PA area</i>	Myessec Portal Training and Learning Center visits IMPORTANT!! You will need to bring your personal laptop computer!! <i>Learning Center staff</i>
3.45-6.30pm	French language oral and computerised tests These are mandatory for all students who wish to take French <u>language</u> classes Details will be given during the Orientation session. <i>Note: Total beginners do not take the computerised test, but will have an appointment to meet the French teacher.</i>
4.00pm <i>meet in front of the Learning Centre</i>	Visit of 3 Fontaines Shopping Mall (optional) For any students who are free and who so wish, we can show them the Chemists', Post Office, banks, Auchan supermarket, RER train station, mobile phone shops



EPSCI Orientation Session Timetable International Students

Day 2: Friday 27th August, 2010

Time & Place	Friday 27 th August, 2010
8.45-9am PA 4	The Double Degree Programme For all students on the Double Degree programme: information about academic requirements, internships etc <i>Léopold Kahn</i>
9-9.30am PA 4	Briefing session: 'Carte de Séjour' Applications Mandatory meeting for all students <u>who require a 'Carte de Séjour'</u> Residence Permit <i>Evelyne Nickel/Véronique Féré, Office of Student Affairs (OSA/BAE)</i>
9.30am-10.30am PA 4	Go out and stay safe in and around Paris Mandatory presentation for all students <i>Tracey Moore</i>
10.30 – 12.30am PA 4	Presentations by Student Societies <ul style="list-style-type: none"> ➤ 'Bureau des Sports' – Essec Sports Office Presentation of the sports available at ESSEC and how to enrol ➤ World Wide Welcome : Presentation of the student society and details of events planned this semester ➤ EPSCI BDE (Bureau des Elèves) Presentation of the student society in charge of organising social activities
1.30-7.30pm	French language oral and computerised tests These are mandatory for all students who wish to take French <u>language</u> classes Details will be given during the Orientation session.

Saturday 28th August, 2010

Excursion to Paris organised by World Wide Welcome



An excursion to Paris including a riverboat cruise will be organised by the students of 'World Wide Welcome' (WWW). International students will have to pay for the transport into Paris by RER but EPSCI will pay for the "Bateau Mouche" trip along the Seine. The cost of the return ticket into Paris is around 7 euros.