



# ESC PAU BUSINESS SCHOOL



Pau



## CONTACT DETAILS

Groupe ESC PAU (Groupe Ecole Supérieure de Commerce de Pau)

ERASMUS Code: F PAU12

Visiting address: 3 rue Saint John Perse - 64000 PAU - France

Location: On campus (30 min walking distance from downtown)

Website for incoming students: [www.esc-pau.com](http://www.esc-pau.com)

## INTERNATIONAL OFFICE TEAM

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### **Virginie CASTET-BELLOCQ**

Student Support

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## ABOUT GROUPE ESC PAU

Groupe ESC Pau Business School is part of the Pau-Béarn Chamber of Commerce and Industry (CCIT). The school opened on 1<sup>st</sup> October 1969 by decree of the Ministry of Industrial and Scientific Development and offers a range of further education, higher education and executive programmes from Baccalaureate to Masters level.

Groupe ESC Pau Business School is located in the heart of the Pau University campus just a few minutes from the town centre. Our estate was built in 1987 and has three buildings. The surface area of the school is 10,000 m<sup>2</sup> built on 42,000 m<sup>2</sup> of green space owned by the Chamber of Commerce and Industry (CCI).

Our mission is to develop and educate globally responsible managers as future leaders for a fast-changing, complex and interconnected world. Our graduates are interculturally mobile and possess an entrepreneurial mind-set. They also readily understand the importance of making a positive contribution to Society for the global Common Good. This is achieved via individualised student support and an action-based learning approach. The addition of these two elements provides a unique student experience. Our mission is also driven by a strong commitment to the development and competitiveness of our eco-system through the production and dissemination of knowledge.

## ACADEMIC CALENDAR

### Spring semester

From January to April or May

### Fall semester

From September to December

## IMPORTANT DATES

### Nomination Deadline

- **Spring semester:** November 1<sup>st</sup>
- **Fall semester:** May 1<sup>st</sup>

### Application Package Deadline

- **Spring semester:** Application form and supporting documents: November 30<sup>th</sup>
- **Fall semester:** Application form and supporting documents: June 15<sup>st</sup>

## APPLICATION PROCESS

1. The application form signed and stamped

2. Supporting documents

- Copy of your passport or your ID card
- Passport sized photo to the top of this form
- Course registration form (or ERASMUS + learning agreement ) duly completed
- Last university transcript
- French class registration form (if chosen)
- An English language proficiency
- Housing form

**Please scan the application form and supporting documents in ONE Pdf, save it under your FAMILY Name and send it to: [international@esc-pau.fr](mailto:international@esc-pau.fr)**

**Spring semester:** before November 15<sup>th</sup>

**Fall semester:** before June 15<sup>th</sup>

3. The Check-in Form needs to be emailed 2 weeks before the student's arrival to [international@esc-pau.fr](mailto:international@esc-pau.fr)

## ACADEMIC INFORMATION FOR EXCHANGE STUDENTS

### Language of Instruction

French and English (see *Programmes at a glance*)

### Language prerequisite

- **English Language prerequisite (except students from the USA and the UK)**  
For non-degree seeking students: English Language proficiency is requested (TOEIC; IELTS...)  
For degree seeking students TOEIC: 750 or equivalent.
- **French Language prerequisite**  
A B2 level or equivalent is recommended.  
No test score is requested but student's knowledge of French must be good enough to follow courses and to pass the exams.

### Semester workload

- **Erasmus students:** 30 ECTS credits
- **Non Erasmus students:** never less than 25 ECTS credits in accordance with the home institution coordinator

## Attendance

Groupe ESC Pau requires regular and punctual attendance of students in all courses.

## Transcript of records

Transcripts are sent after the semester ends to the home institution coordinator or to the student (upon request).

## PRACTICAL INFORMATION

### Welcome meeting (compulsory)

The welcome meeting is organised roughly 3 days before each semester. Therefore, students are recommended to arrive 2 days before.

### To join the school and get room keys

The school address is 3 rue Saint John Perse, 64 000 PAU.

To reach the Groupe ESC Pau from the airport or the train station in order to meet a member of the International Department and get your room keys, you have 2 options:

- taxi
- city bus

### Housing

Groupe ESC Pau provides all exchange students with a suitable accommodation according to availabilities.

Groupe ESC Pau offers single rooms or shared flats.

Halls of Residence are located behind Groupe ESC Pau (2 min walking distance).

Pau town centre can be easily reached by bus (IDELIS) (15 minute journey) from all Halls of Residence.

Students can decline this offer and make their own arrangement to rent an apartment.

**Housing form deadline:** Same as for supporting documents (see above)

**Cost of accommodation in 2017:** From 255€ to 332€ per month (monthly payment) – see “accommodation description”

### Health insurance requirements

All students must have health insurance for the duration of their stay in France. If you need one, please find below an offer from one of our partners. We recommend that you either subscribe through our agent [herve.petit-brisson@gan.fr](mailto:herve.petit-brisson@gan.fr) before leaving your country or contact him once you arrive. Note that we can arrange an appointment with him for you.

The Central Administration of ESC PAU Business School will give the students a certificate of enrollment upon arrival, as this will be required for any administrative procedures in France.

## Estimated monthly Costs of Living (student rate)

Housing: from 255 € to 330 €

Food: approximately 150 € / month

Transport: Bus Pass 16,50 € / month

Movies: 3,50 €

Average meal cost at the University cafeteria on Campus: 5,00 €

Restaurant: from 9 € to 22 €

A coffee in a bar costs 1,30 € and a glass of beer costs from 2,50€ to 4,00 €

## Welcome information

Students can download the “Welcome guide” from [www.esc-pau.com](http://www.esc-pau.com)