

Fact sheet – Exchange program

ICN BUSINESS SCHOOL ARTEM

Name of institution	ICN Business School
Erasmus Code	F NANCY37
Address	ICN BUSINESS SCHOOL – ARTEM 86 rue du Sergent Blandan – CS 70 148 – FR-54003 NANCY Cedex
Website	http://www.icn-artem.com/en/
Facebook	https://www.facebook.com/ICNbs.international

International relations office	Contact
Head of International Relations Office	Frédérique BOUTIN frederique.boutin@icn-artem.com +33 3 54 50 25 49
Exchange Programs Manager	Maria KOLNIKAJ maria.kolnikaj@icn-artem.com +33 3 54 50 25 27
Exchange Programs Advisors Incoming/outgoing exchange students	Juliane AMBLES juliane.ambles@icn-artem.com +33 3 54 50 25 26 Jenny HUET jenny.huuet@icn-artem.com +33 3 54 50 25 28 Elisa LEON elisa.leon@icn-artem.com +33 3 54 50 26 28
General information for incoming students	icnexchange@icn-artem.com

Important dates		
Application deadlines	1st semester/Year: May 15th	2nd semester: October 15th
Arrival dates	End of August/beginning of September	Beginning of January
Integration week	Beginning of September (Nancy and its region)	First week of January (Seminar in the French Alps – Morzine*) *BBA program only
Semester dates (including exams)	Mid-September to mid/end of December, depending on the program	Early-mid January to mid/end of May, depending on the program





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Admission procedure and requirements	
Admission procedure	<ol style="list-style-type: none"> 1. Nominate selected students: icnexchange@icn-artem.com 2. Send students application forms with the required documents
Required documents	<ol style="list-style-type: none"> 1. Completed application form (with photo) signed by the home university 2. Curriculum vitae or resume in French or in English (depending on the language of study) 3. Letter of motivation in French or in English (depending on the language of study) 4. Copy of passport or identity card 5. Academic transcripts from the last 2 years. 6. For non-native English speakers: Copy of TOEFL or IELTS or TOEIC or Certificate of Cambridge if program in English or a certificate showing they have successfully completed a degree program taught in English or are currently studying in English at their home institution. 7. Attestation of French B2 level from home university if program in French
Language of instruction	<ul style="list-style-type: none"> Undergraduate programs - Campus ARTEM Nancy, France ICN Bachelor 3rd year (1st semester or full academic year only) 🇫🇷 ICN Bachelor – BBA program (3rd year) 🇫🇷 Graduate programs Master in Management - Campus ARTEM Nancy, France IPM International Program in Management 🇫🇷 and/or 🇬🇧 Master Double Degree ICN 3, French and/or English 🇫🇷 and/or 🇬🇧 MSc programs - Campus ARTEM Nancy, France 🇬🇧 ICN MSc in Luxury and Design Management – 1st year ICN MSc in Luxury and Design Management – 2nd year (1st semester only) ICN MSc in International Business Development – 2nd year (1st semester only) MSc programs - Campus Nüremberg, Germany 🇬🇧 ICN MSc in Marketing and Brand Management – 1st year ICN MSc in Marketing and Brand Management – 2nd year (1st semester only) ICN MSc in Finance, Insurance and Risk Management – 1st year ICN MSc in Finance, Insurance and Risk Management – 2nd year (1st semester only)
Language requirements for non-native speakers	<p>Programs taught in English: B2 Level (CERF scale). TOEFL: 80 or IELTS: 6,5 or TOEIC: 750 or Certificate of Cambridge level C</p> <p>Programs taught in French: B2 Level (CERF scale)</p>
Required academic level(s) for exchange Students	<p>ICN Bachelor 3rd year / BBA Program: minimum 2 years of completed studies</p> <p>IPM: minimum 3 years of completed studies</p> <p>Master double degree ICN 3: minimum 4 years of completed studies</p> <p>ICN MSc 1st year: minimum 3 years of completed studies</p> <p>ICN MSc 2nd year: minimum 4 years of completed studies</p>



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Credit and grading system	
French grading system	0 to 20 / 20 10 is a passing grade
ECTS credits	<ul style="list-style-type: none"> › 30 ECTS credits per semester › 60 ECTS credits per year

Additional information	
VISA regulations	<p>ICN Business School adheres to the CEF (Centre pour les Etudes en France) convention. Non-European students have to ask the Consulate for a “visa de long Séjour – demande d’attestation OFII”. The Consulate will stamp this official document that students have to bring to our international relations office upon arrival.</p> <p>Please click here to find out if you need to follow the CEF procedure.</p>
Accommodation	<p>ICN does not provide accommodation but helps to find different kind of accommodation. We recommend using the school’s platform dedicated to housing Studapart: http://housing.icn-artem.com Ask the international relations office for the access code and sign up!</p> <ul style="list-style-type: none"> › Furnished studios in private residences (about 300 to 400€/month) › Furnished room in a state-owned university residence (about 150 to 350€/month) › Private housing: prices will vary
Cost of living in Nancy	<ul style="list-style-type: none"> › From 400 to 700 Euros/month according to the type of accommodation + Some examples on www.campusfrance.org/en
General fees	Approx. 70 Euros (library, sports facility etc.)
Mandatory health insurance	<ul style="list-style-type: none"> › <u>Erasmus Students</u>: European health insurance card › <u>Others</u>: French social security (upon registration at ICN) › <u>Students from province of Quebec, Canada</u>: SE401-Q106 form required (Ministry of foreign affairs) to be exempted from French student insurance costs › More information on www.campusfrance.org/en
Student association ESN Globe & Co	<p>Facebook: https://fr-fr.facebook.com/GlobeAndCo</p> <p>Website: http://globeandco.wix.com/globeandco</p> <p>Pick-up service at the station by the student association “Globe and Co” team at the Nancy train station: globeandco@outlook.com.</p> <p>Students MUST give 48-hours notice</p>
Practical information	Please refer to the arrival guide that is available on our website and sent with the admission letter.