

# Partner Fact Sheet

**Dean: Mr. Olivier APTEL, Ph.D**

**Erasmus Code: FPARIS 256**

**Code OID: E10156126**



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Relevant websites	<b>Relevant websites General information for Exchange/Study Abroad students:</b> <a href="https://www.psbedu.paris/en/programs/exchange-program">https://www.psbedu.paris/en/programs/exchange-program</a>  <b>General information for our Short Programs:</b> <a href="https://www.psbedu.paris/en/programs/short-programs">https://www.psbedu.paris/en/programs/short-programs</a>  <b>Paris School of Business website:</b> <a href="https://www.psbedu.paris/en/">https://www.psbedu.paris/en/</a>



Dates for academic year 2025/2026	
Fall semester:	Spring semester:
Orientation Day: 18/09/2025 Dates: 18/09/2025 to 19/12/2025	Orientation Day: 23/01/2026 Dates: 23/01/2026 to 29/04/2026

**IMPORTANT:** Exact dates can vary and depend on the program and track chosen by each student. Please refer to the course catalogue to have the exact dates for each program.

Application and nomination deadlines	
Nomination (partners)	Application (students)
Full Academic Year and Fall Semester: <b>15<sup>th</sup> May 2025</b> Spring Semester: <b>15<sup>th</sup> October 2025</b>	Full Academic Year and Fall Semester: <b>31<sup>st</sup> May 2025</b> Spring Semester: <b>31<sup>st</sup> October 2025</b>

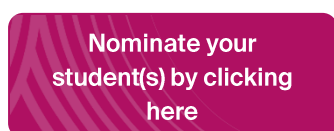
## Application procedure

Nomination as an exchange student at Paris School of Business takes place before the above-mentioned dates by the home university.

### Nominations are to be sent via our nomination link.

We do not accept nominations via email. Once the student has been officially nominated, they will receive an e-mail with an online application link. Once the student has completed their application and has been accepted to the program, they will receive emails with further information regarding the acceptance letter, accommodation, modules etc.

Partners, you may find our nomination form by clicking on the button below:



## Language requirements

All students who do not study in an anglophone institution must submit a language proficiency document:

- ♦ IELTS 6.0
- ♦ TOEFL iBT 80
- ♦ Cambridge 170
- ♦ Duolingo 100
- ♦ **We also accept letter from the students' home university attesting their language proficiency (B2).**

Please note the issuance of the language proficiency tests or letter **shouldn't be older than 2 years old** at the moment of the application.

French as a Foreign Language (Beginner) course is available to exchange students as a module only in the Study Abroad track program.

Students studying in French must submit a DELF B2 proficiency test or a letter from the language department of their home university attesting their language proficiency.



## Academic requirements

Students should have studied for at least one year in a business or economics related with an average grade of 2.3/4 of the GPA system to enroll in our international programs.

Required documents for application:

- ◆ Passport copy (the expiry date must be 3 months after the end of the intended mobility period at the earliest)
- ◆ Most recent official transcript of records of the home university
- ◆ Proof of English or French proficiency (if applicable)
- ◆ An ID picture

## Insurance requirements for incoming exchange students

Before arrival, students must purchase a full health cover for the length of their stay.

- ◆ EU citizens do not need to purchase the health cover but must provide a copy of their European Health Insurance Card (EHIC).
- ◆ Non-EU citizens must purchase private insurance covering their health expenses during their period of stay in France and also including civil liability.
- ◆ Students will have to submit a copy of their International Health Insurance to PSB IO before start of classes.

## Courses and ECTS

The course selection process begins approximately two months before the beginning of the semester. Make sure the student is aware of the courses they're allowed to take at PSB by consulting our course catalogues below:

- ◆ [Fall 2025 English Course Catalogue](#)
- ◆ [Fall 2025 French Course Catalogue](#)

Students can take a workload from 6 ECTS and up to 30 ECTS per semester (1 course minimum and up to 5 maxima per semester).

Acceptance on these courses is subject to academic prerequisites, timetabling constraints and number of students enrolled.

The first week of lecture is the "add & drop period" during which any changes must be reported and

approved by the Academic Department at PSB. After that, courses cannot be changed or removed and will later appear on the transcript.

Around 20% of the courses will be online, and 80% on campus.

## Visa process

All non-EU students coming to Paris School of Business for an exchange program must have a student visa, here is a step-by-step process:

1. **Admission:** First, get accepted and receive an official admission letter from PSB.
2. **Campus France (if applicable):** Depending on the country, students may need to apply through [Campus France](#) before applying for a visa. Check their website for country-specific procedures.
3. **Visa Application:** Students must then apply for a **long-stay student visa (VLS-TS)** at the French consulate or embassy in their country of residence. They'll need documents like:
  - ◆ A valid passport (still valid three months after the end of their intended mobility)
  - ◆ Proof of admission (letter from PSB)
  - ◆ Proof of financial resources (around €615/month)
  - ◆ Proof of accommodation in France
  - ◆ Health insurance (if required)
4. **Approval & Arrival:** Once approved, students can travel to France with their visa. Should students stay for longer than a semester, they must validate their visa online on the [official website](#) to get a residence permit.



## Accommodation

Paris School of Business does not provide on campus accommodation and students must look for housing independently.

We send to all accepted students before the start of the semester our **Accommodation Guide**, where students find all the necessary information to find accommodation in Paris, as well as the list of our housing partners.

## Approximate cost of living per month

Cost depends on the lifestyle of each student, but we consider between 1200.00 and 1500.00 euros per month to live in Paris.

## Orientation Day

Usually held at the beginning of the semester, PSB IO offers an "Orientation Day", where we provide useful information concerning the study program: we will show students Paris School of Business' campus, our extranet and PSB Learn systems and other important things they need to know while studying in France.

Please consider that the orientation is **mandatory** for all international students.

## Transcripts

A soft copy of the transcript of records will be sent via e-mail to the home university. This can take around 10 weeks after the final exam period.