Welcome

INTERNATIONAL

STUDENTS

Guide

2020-2021

9 RUE CHARLES FOURIER
91011 EVRY CEDEX

WWW.IMT-BS.EU
Institut Mines-Télécom Business School in Brief

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IMT-BS STAFF AT YOUR SERVICE

CAMPUS MAP
IMT-B S is a major public business school, which trains managers to acquire excellent skills in Information Sciences and Technologies (ICT).

Media and Human Resource Directors regularly rank IMT-B S among the top management schools in France.

The School is part of the Institut Télécom group. It is a member of the European Foundation of Management Development (EFMD) and the Fondation Nationale pour l’Enseignement de la Gestion des Entreprises (FNEGE). The Association to Advance Collegiate Schools of Business (AACSB), the most well known international accrediting agency, has honored the school and its main program, a Master’s in Management with the prestigious AMBA award.

Headed by Denis Guibard, IMT-B S welcomes more than 1,500 students on its campus in Evry and has 87 faculty members. It shares its campus with Télécom SudParis, a famous graduate school for engineers.
For more information, visit www.imt-bs.eu

2,300 internship offers per year
5,000+ job offers per year
300+ partners

1 professor for every 20 students
(voted number 1 in France for pedagogy)
5 specialized master’s degrees
13 majors
1 complete program in English
120+ international partner universities

1,500+ students
50% women-men (parity)
50 nationalities present on campus

€ 39,000 average annual starting salary
(gross – ranked 4th highest in France)
€ 50,000 ~ average annual salary after 3 years

97% of graduates employed in less than six months
300+ new diplomas every year
11,500 graduates in engineering and management over the world

FOR MORE INFORMATION, VISIT WWW.IMT-BS.EU
You have confirmed your participation in an international program with IMT-BS and it’s now time to get ready to come to France. To help you, we have listed some useful information and important things to remember.

A good preparation of your stay will guarantee you a successful and carefree time in France!

Formalities to enter in France

**EU Student:** Do not need a residence permit.

**Non-EU Student:** To enter and stay in France, citizens coming from countries out of EU, European Economic Area and Switzerland must have a valid passport, and an entrance study visa issued by the French Diplomatic Delegations in their countries of origin. Verify whether you need a visa for any of the countries you hope to visit during your stay. Please ask for a student multi-entry visa.


A visa is an authorization granted to the foreigner to enter the French territory; it is a sticker or a stamp endorsed in the applicant’s passport or other valid travel document. To enter France, non-EU students need a visa. If the length of the study is up to 3 months, the French Consulate in your country will give you a Student long stay visa called “VLS- TS” valid for 6 months to 1 year. The holder no longer has to apply for the residence permit the first year of their stay in France. To obtain the visa, you must follow the CEF procedure.

More information about this procedure can be found here: [http://www.campusfrance.org](http://www.campusfrance.org)
Insurance

Social Security Welfare
Registering for Student Social Security is mandatory for anyone, staying in France for more than 3 months. As of September 2018, international students are required to be covered by an individual insurance for 4 months, before registration to the French National Health Care System, at your local Social Security Office.

To find out more, please visit AMELI website in English on:

In the mean-time, your personal insurance must respect the Schengen Travel Health conditions for a minimum coverage of 30 000 euros and must include:
- Coverage for repatriation
- Urgent medical attention
- Hospital treatment
- Other expenses which might arise during your stay in France or other countries you may travel to

Student Complementary Health Insurance
Social Security covers around 70% of healthcare expenses. Repatriation and civil liability aren’t included, therefore we recommend that you also take out private health insurance that is valid for the entire duration of your stay.

Personal Liability Insurance (Mandatory)
Personal liability covers an obligation to compensate for any damage caused to others. Your personal liability insurance is your guarantee against personal injury, material and financial damages you may cause to others, but not to yourself. If needed, we can recommend Assistance Etudiants in France.

Comprehensive Accommodation Insurance
It is compulsory to insure your accommodation, in order to protect your commodities against fire, theft, as well as damages that could occur at your neighbors’ place (e.g. water damage). If you live at the MAISEL, you won’t need a comprehensive accommodation insurance as it is already included in your contract.
Practical information

**What documents to bring with you?**

- Birth certificate translated into French by a sworn translator
- Wedding certificate if you come with your spouse or if you plan to
- Certified copies of your degrees and grades
- OFII form which is given along with the entry visa
- ID photos

**Medicine**

In France, most common drugs are easily available in pharmacies. However, if you have special prescription medication or a preferred over-the-counter drug, for example for hay fever, be sure to obtain enough to last throughout the time you will be traveling.

**Arrival Information**

In order for our Welcom’ Association to prepare your arrival on campus, book your flight and fill out the Arrival Information Sheet on the Welcom’ website. They are here to help you.

**Do not forget...**

Your passport, ID card, plane tickets, check-in and boarding passes, credit card and booking confirmation copy. Take with you the School’s address:

**Institut Mines-Télécom Business School**

9 rue Charles Fourier 91011 Evry Cedex, France

Phone: +33 (1) 60 76 41 22
Provisional Budget

How much money you must take with you depends on your habits, but here is a monthly budget of the most common expenses estimated in euros:

<table>
<thead>
<tr>
<th>On campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room rental on the campus</td>
</tr>
<tr>
<td>Deposit</td>
</tr>
<tr>
<td>Registration fees (for your room)</td>
</tr>
<tr>
<td>Web account (for your room)</td>
</tr>
<tr>
<td>Bedding kit</td>
</tr>
<tr>
<td>Meal on the campus (student price) per meal per day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Off campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meal in fast-food or modest restaurant</td>
</tr>
<tr>
<td>Evry-Paris return ticket</td>
</tr>
<tr>
<td>Monthly bus ticket (Navigo pass)</td>
</tr>
<tr>
<td>Cinema ticket (student price)</td>
</tr>
</tbody>
</table>

**International Visa or Master Card**

We advise you to apply for an international Visa or Master Card. Payment in France for almost anything is easy to do with an international credit card such as Visa or MasterCard (American Express is accepted as well, but not everywhere). If your card has a pin code, almost all ATMs will allow you to withdraw euros (an ATM is at your disposal in the Forum, the central place of the School). Be sure to check with your bank concerning the charges and exchange rate applied when using your card in shops and in ATMs.

**Currency**

The currency in use is the euro (€). If you exchange money at your bank before you come, remember to ask for small denomination bank notes/euro bills (up to 50€ is the best) because it is EXTREMELY difficult to get stores and even banks to accept a 500 or even a 200-euro bill.
YOUR ARRIVAL IN FRANCE AND ON CAMPUS

Paris has two main airports:
- Orly Airport, located about 10 miles south from Paris and 15 miles north from the campus. Orly airport has two terminals. Most international flights arrive at Orly Sud whereas Orly Ouest is rather reserved for domestic flights.
- Charles de Gaulle Airport, also called Roissy airport, located about 15 miles north from Paris and 50 miles north from the campus. Most of you will arrive at Charles de Gaulle (CDG) airport.

How to Reach the Campus

By public transportation

From Roissy-Charles de Gaulle Airport
At the airport, take the RER B (Roissy-Rail, blue line) heading to Paris. Get off at Gare du Nord station (also called Paris Nord). On the opposite platform, take the RER D (green line) heading to Corbeil-Essonnes, Malesherbes or Melun (passing via Evry-Courcouronnes-Centre).

Get off at Evry Courcouronnes station. From the train station, go out by the main hall, go to the left on Boulevard des Coquibus and turn left towards rue Charles Fourier. It is a 15-minute walk (Welcom’ association can pick you up there). Please consult our website.

Total Fare: about EUR 15.00. Total Transit Time: One and a half hour.

From Orly Airport
Take the Bus Number 285 to Reach Juvisy RER Station:
At Juvisy station, take the RER D (green line) heading to Corbeil-Essonnes (passing via Evry-Courcouronnes-Centre) or Malesherbes. Get off at Evry Courcouronnes station. From the train station, go out by the main hall, go to the left on Boulevard des Coquibus and turn left towards rue Charles Fourier. It is a 15-minute walk. Please consult our website.

OR
Take Orlyval Shuttle to Reach the RER B Network:
Get off at Antony station. At Antony, take the RER B (blue line) heading to Paris, get off at Châtelet-les-Halles and take the RER D (green line) heading to Corbeil-Essonnes (passing via Evry-Courcouronnes-Centre) or Malesherbes. Get off at Evry Courcouronne station. From the train station, go out by the main hall, go to the left on Boulevard des Coquibus and turn left towards rue Charles Fourier. It is a 15-minute walk (Welcom’ association can pick you up there). Please consult our website.

Total Fare: around EUR 12.00. Total Transit Time: One and a half hour.
From Paris

From Paris, go to one of the following stations: **Gare du Nord** SNCF (also called **Paris Nord**), Châtelet-les-Halles RER on week days or Saturday or Gare de Lyon SNCF any day of the week. Take the RER D (green line) heading in the direction of **Corbeil-Essonnes** (passing via Evry-Courcouronnes-Centre) or in the direction of Malesherbes. **Get off at Evry Courcouronne station.** From the train station, go out by the main hall, go to the left on Boulevard des Coquibus and turn left towards rue Charles Fourier. It is a 15-minute walk (Welcom’ association can pick you up there).

**Total Fare:** around EUR 10.00. **Total Transit Time:** 35 minutes.

**Taxi/Uber**

Taking a taxi, in France in general and in the Paris area is expensive. When necessary we recommend you to use the Taxi 911 Company.
- Cost for CDG Airport to Evry Campus: 110€ (day hours 8am to 8pm)
- Out of the day hours, price will be a little bit more expensive
- Drivers are English-speakers
- You can pay by credit card or cash
- Driver will welcome you directly at the terminal airport with a sign board

Private shuttles can also be called: **Uber**

In order to use the service you need to download the Uber app on your cell phone. A trip from the airport Charles De Gaulle to the campus will cost around 65€.

**The Noctilien (Night Bus Service)**

Noctilien is a night bus service that facilitates travel in and around Paris, in the **Île-de-France** region. This night service operates from 12:30 am to 5:30 am, 7 nights a week all year round. This all-encompassing service aims to provide inhabitants of Paris and the inner and outer suburbs with a high-quality, safe service. Each route number is preceded by an N indicating that it belongs to the night bus network.

Click here to get information about Noctilien buses.
Administrative procedures

Validation of your VISA (OFII)

At your arrival in France, if you have a visa valid for 6 to 12 months, you will have to validate it online on:
https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/

For that, you will only need your passport and a credit card to pay the 60-euro tax.

At the end of this online process, you’ll receive your OFII attestation directly by email.
We advise you to always keep a copy of this affidavit in your passport.

Housing Financial Aid

An housing financial aid can be given to you. That aid is given by the CAF (Caisse d’Allocations Familiale) and is calculated according to your personal situation and your resources (and not those of your parents). Any student can ask for it.
There are two kinds of monthly payments:
- ALS: directly on the student’s bank account
- APL: directly on the owner/MAISEL’s bank account

CAF never pays housing assistance the month of your arrival but we advise you to start the process as soon as possible at your arrival, even if you don’t have all the needful documents yet.

You can apply online on this website.
Institut Mines-Télécom Business School is located 20 miles south of Paris, at a 15-minute walk from the nearest train station and a 35-minute ride to Paris. The School shares its campus with its sister engineering school, Télécom SudParis. The six-hectare campus has many open spaces and secured entrances/exits; a wide range of facilities for both sports and cultural events are available.

MAISEL Residence Hall

The MAISEL residence halls are surrounded by a 14.8 acre green open space campus. Essential facilities are close at hand: malls, a cinema, a swimming pool, a theatre... Every RER station and town centre are a ten minute walk from the MAISEL. All rooms are equipped with a private bathroom and toilets and a high bandwidth internet connectivity access.

The monthly rent depends on the type of accommodation assigned and can vary from 400€ to 600€ (18m² to 20 m²) according to buildings.

Accommodation fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deposit for the reservation</td>
<td>200€</td>
</tr>
<tr>
<td>Damage deposit reimbursed upon student’s departure (if there is no damage in the room)</td>
<td>500€</td>
</tr>
<tr>
<td>Registration fee</td>
<td>80€</td>
</tr>
<tr>
<td>Subscription charges: (non-reimbursed)</td>
<td>10€</td>
</tr>
</tbody>
</table>

Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laundry</td>
<td>3€</td>
</tr>
<tr>
<td>Bedding kit</td>
<td>25€</td>
</tr>
<tr>
<td>Outdoor parking (building U5)</td>
<td>5€</td>
</tr>
<tr>
<td>Indoor parking</td>
<td>30€ monthly</td>
</tr>
<tr>
<td>car (building U6) bike (U5 or U6)</td>
<td></td>
</tr>
</tbody>
</table>
The lease includes both the first and last day of the academic semester and is rounded off to the 1st or 15th of the month. The “MAISEL” provides a room (*) on campus or in the residence hall in town (*subject to room availability at the MAISEL: expect to be housed in a double room if single rooms are not available).

If you arrive before the semester begins:
If you arrive within the seven days before the semester begins, you will pay the per night fee established by the MAISEL. If you arrive eight to fifteen days before the semester begins, you will pay a full fortnight and any time beyond 15 days before the semester begins the MAISEL will bill in fortights.

If you leave after the semester ends:
If you leave within seven days after the semester ends, you will pay the per night fee established by the MAISEL. If you leave eight to fifteen days after the semester ends, you will pay a full fortnight and any time thereafter the MAISEL will bill in fortights. Students may be able to claim housing benefit subject to certain conditions. For government subsidies please check http://maisel.tem-tsp.eu/hebergement/article/aide-au-logement-als-apl.
You should register the first week of arrival (please note it is not guaranteed if you come for one semester).
Accommodation Information

You will be accommodated in single-occupancy rooms, equipped with a bed, a desk, closets, a small fridge and a full bathroom. Sheets are provided, but you have to bring your towels. Kitchens are located on the ground floor and are shared by all students. On the same floor, washing machines and dryers are free for access (EUR 3.00 for the washing and dryers are free). No washing powder needs to be added since it is supplied in the washing process.

You will choose your building, floor and room during the booking process. When arriving on campus, you will check into your room. Keys are non-exchangeable and non-negotiable. Please note that if your room is not close to your best friend’s, it won’t be possible to switch rooms. They are randomly allocated to students by the information system. Take this opportunity to make new friends from other countries!

Be careful not to lose your key. In case of a lost key, you would have to pay for the new key and cylinder in the door (minimum EUR 300.00). Before you leave the MAISEL, do not forget to advise the MAISEL one month before you leave if you want to get your deposit back quickly.

Upon checkout, rooms are to be cleaned, trash removed and sheets taken off the bed and folded. When possible, a definite time may be set so that the MAISEL officer may be present during the check-out. The keys and access card are to be turned over to the check-out person. If you wish to leave after office hours or during the weekend, place the keys and access card in a signed, sealed, dated envelope and place it into the deposit box (hole in the wall in front of the MAISEL office, in the hall of building 2). A default in returning the key and access card before departure will result in a charge amounting to the replacement price.
A dynamic display screen at the entrance to each stand gives you the daily offers (the type of dish, origin of meat, and the price). You may top up your card at the entranceway terminal using a bank card, or at the counter with cash, cheque, or bank card. In order to speed up payment, please make sure that you have sufficient credit on your card. If this is not the case, please prepare your payment before reaching the counter.

**Four themed stands open daily**

- **At the “Trattoria”**, the restaurant offers a variety of pasta dishes, as well as pizza and fish dishes.
- **At the “Bistrot”**, you can rediscover traditional French dishes.
- **At the “Steakhouse”**, the ever popular hamburger steak and fries is available every day, as well as two new grilled meat dishes each week.
- **At the “Express”** stand has its own till and features a full selection, allowing you to help yourself from start to finish from ready-to-eat dishes.

Finally, a wide selection of starters, desserts, drinks, a salad bar, and a dessert bar, are available to you.

The price of a Meal is around 4€.

**Your Nova cafeteria**

You can have breakfast in the cafeteria, with a full selection (hot drinks, pastries or breads, and fruit juice).
And for snacks, Nova offers a wide range of sweet and savoury items, home-made sandwiches, hot sandwiches, etc.

Full Breakfast: 2.81€

Opening hours:
8 am - 4 pm
The Campus Informatics Resources

IMT-BS is a networked place: among other local areas supporting networks, fiber optic, hertzian and laser networks are operating on the campus.

The main places where students gather have also been equipped with an 802.11n wireless local area network (WLAN): the forum, lecture halls, the multimedia library, the administration building and a part of the cafeteria. Ten rooms for practical work, equipped with 13 workstations, open 24/7 (except during holidays when access is restricted), located on the ground floor of building B. The association Maisel internet NETwork (MiNET) manages the computer network in the Maisel.

How can I get an Internet access with MiNET?

1. Go to the MiNET room (in the foyer).
2. We will give you:
   - Your login: it will be the same as the login of the school (Gaspar)
   - A new wire (3-5 €)
3. We will configure your computer and your phone
4. Back to your room:
   - Plug the Ethernet wire in your computer and in the wall’s socket.
   - If you see the system needs additional information for the connection, click on it and enter your MiNET login and password.

What can I do if I don’t have the Internet?

- You can come to the MiNET room from 4:00 pm to 7:00 pm from Monday to Thursday, and from 4:00 pm to 5:30 pm on Fridays (school time).
- For any network related problems, you can send an email at problemes@minet.net or call at 69 90.
The various facilities available to all, along with a dynamic and challenging academic environment, allow students to succeed in their studies while maintaining an excellent quality of life. IMT-BS campus has numerous sport facilities: 3 tennis courts, 1 basketball court, 1 beach volley court, and a gymnasium with a work-out room. Students can thus engage in several sports such as soccer, rugby, handball, badminton, volleyball, tennis, boxing, judo...

There are about 60 campus-based student associations and clubs. Shared with Telecom SudParis, student associations and clubs cover a wide range of activities: sports, culture, entertainment, economics, charities, science and technology.

**BDE**: Student Union, (Bureau des Élèves in French), functions as the supervisor of the interest of all students. The Student union has a legal status and functions, including choosing student members for TMSP (Institut Mines-Télécom Business School and SudParis) committees, information on current issues and providing services. They are in charge of managing the students associations and clubs. Please don’t hesitate to contact them for any questions or issues: https://www.facebook.com/BDEphoenixTMSP/

**Welcom’Association**: is devoted to welcoming and integrating you. Throughout the year; they organize activities, dinners, parties, trips to Paris and week-ends in other French cities. If you want to know more, please visit them at: http://welcom-evry.com

You can also join the campus group “campus TMSP” on Facebook, to get all the news about the student life. To find more information about associations, clubs, visit: http://associations.it-sudparis.eu/ or just meet the students on campus in the Foyer. They will be glad to give you more details about their clubs.

Global Village: Every November, IMT-BS’s AIESEC organization hosts Global Village that emphasizes cultural diversity within the school and the students. This big intercultural event will allow students to present and represent their cultures and discover others. Over 30 nationalities are represented in the forum with different stands and booths providing culinary specialties, dance, games and shows!
The Multimedia Library

On the IMT-BS campus you can also find a language center, 32 computer rooms and a multimedia library where you can borrow books, CDs or DVDs. The multimedia library places sciences, telecommunications, management language acquisition and cultural resources at your disposal. The librarians are here to ensure a customized research of documents, and to train students in the use of media research tools.

The multimedia library information system is comprehensive: a web-based catalog and electronic resources (media portals and specialized database) both available within the intranet and extranet networks (authentication required outside the campus).

Conditions and rules for loan:

• 5 educational books for 3 weeks
• 5 novels for 3 weeks
• 5 language learning methods for 12 weeks
• 2 magazines for 8 days

Loan rules

The loan period may be prolonged once, if another student has not reserved the documents. Not returning a document within the specified time limit will lead to penalties: your loan allowance will be suspended until you sort out your situation; the loan suspension period shall be equal to the number of days delayed.

Opening Hours: Monday to Friday 9:00 a.m. – 8:30 p.m.
During Holiday Hours: 9:00 a.m. – 12:30 p.m. and 2:00 p.m. – 5:30 p.m.

Website: http://mediatheque.tem-tsp.eu/
Mail : mediatheque@tem-tsp.eu

Please do remember to return the books borrowed before departing.
Medical Facilities

The campus has a nurse whose office is located on the ground floor close to the forum. She treats light injuries, gives advice on medical issues and guides students to other relevant institutions. Urgent medical cases are directed to the emergency units of Evry hospital. The nurse is available from Monday through Friday, from 9:00 am to 5:30 pm.

Ms. Michèle Grandjean
Tel: +33 1 60 76 43 73 or 43 73 from your room.

If you have a health problem during your stay, contact the international office. You can also call SOS MEDECINS in case of emergency by dialing 36 24 or visit their website: http://www.sosmedecins-france.fr/
Just outside the campus at a five-minute walk, you will find small shops where you can buy some basics:

- A Bureau de Tabac: newspapers, magazines, cigarettes, etc.
- A small shop crammed to the ceiling with all you need: food, soap, etc.
- A hairdresser offering special student prices,
- A pharmacy
- A butcher,
- A baker,
- A pizzeria

The shopping mall, Evry2, is located in the town center, at a 15-minute walk from the campus. You will find there more than 200 shops, restaurants, and a movie theater. Inside the mall, Carrefour is a huge supermarket where you can buy everything, and particularly food!

**OPEN-AIR MARKET**
If you would like to purchase fresh food, there is an open-air market opposite the Evry2 shopping mall. It is open from 8:00 a.m. to 2:00 p.m. on Wednesdays and Saturdays.
In this section, we will try to help you by giving some general information on the way things are done in France and what there is to do and see. These cultural “norms” vary from region to region and group to group, but we have tried to remain general to give you an overview before you arrive.

The French Language

Getting information in English is possible but you will usually be more appreciated if you try in French, and use polite expressions like s’il vous plaît (please), merci (thank you) and bonjour (hello).

The French language distinguishes between formal and informal relationships and you will use “vous” (you) with adults you do not know or with members of an older generation to whom you wish to show respect. The subject “tu” (you) is used with friends, and children.

Some French words you need to know

<table>
<thead>
<tr>
<th>French</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonjour</td>
<td>Hello</td>
</tr>
<tr>
<td>Salut</td>
<td>Hi</td>
</tr>
<tr>
<td>Au revoir</td>
<td>Bye</td>
</tr>
<tr>
<td>S’il vous plaît</td>
<td>Please</td>
</tr>
<tr>
<td>Merci</td>
<td>Thank you</td>
</tr>
<tr>
<td>Merci beaucoup</td>
<td>Thank you very much</td>
</tr>
<tr>
<td>Enchanté</td>
<td>Nice to meet you</td>
</tr>
<tr>
<td>Je m’appelle...</td>
<td>My name is...</td>
</tr>
<tr>
<td>Je suis espagnol/chinois</td>
<td>I am Spanish/Chinese</td>
</tr>
<tr>
<td>Je ne parle pas français</td>
<td>I do not speak French</td>
</tr>
<tr>
<td>Combien ça coûte ?</td>
<td>How much does it cost?</td>
</tr>
<tr>
<td>Je ne comprends pas</td>
<td>I do not understand</td>
</tr>
<tr>
<td>Parlez-vous anglais?</td>
<td>Do you speak English?</td>
</tr>
<tr>
<td>Pouvez-vous m’aider s’il vous plaît ?</td>
<td>Can you help me please?</td>
</tr>
<tr>
<td>Je suis perdu</td>
<td>I am lost</td>
</tr>
</tbody>
</table>
The French greet family and friends with a kiss on each cheek although men only shake hands with male friends. When meeting someone new in a more formal setting, shaking hands is the acceptable greeting. If you are in doubt, ask your friend before being introduced to know what to do. If you have been invited over to someone’s house for lunch, dinner, a party or drinks, it is common practice to bring a small gift, i.e. flowers or a bottle of wine, if you are not bringing anything for the meal. The usual lunch or dinner will start with an “apéritif” which includes drinks and hors d’oeuvres and continue on with a first course (salad or such), followed by a main course with vegetables, then cheese and then dessert followed by a coffee or tea. Of course, wine accompanies everything but dessert and coffee. If you are a vegetarian or do not eat certain things, it is considerate to let your host or hostess know at the time of the invitation to avoid embarrassing situations.

Friends and Acquaintances

The French are very proud of their culture and history. For example, although you will find people from diverse racial and cultural backgrounds, French remains the common language and the French expect foreigners staying for a long period to learn it. Family and friends are highly valued and the French put a good deal of emphasis on leisure time.

French Culture
Customs and Norms

The French are very proud of their culture and history. For example, although you will find people from diverse racial and cultural backgrounds, French remains the common language and the French expect foreigners staying for a long period to learn it. Family and friends are highly valued and the French put a good deal of emphasis on leisure time.
Food and Eating Out

The French love the rituals and traditions surrounding food. They are proud of their Arts de la Table and Art de Vivre, and French gastronomy is renowned. You will find the food varies a great deal from one region to another, with each having a number of delicious special dishes, cheeses and beverages.

In general, breakfast consists of bread and butter with jam or honey and coffee or tea, although cereals are now also becoming more available. Lunch is usually eaten between noon and 1:30 pm and although fast food and sandwiches are becoming more common, a full meal is still the norm. Dinner is eaten around 7:30-8:00 pm, and can be a full meal or slightly lighter than the noon meal. Restaurants rarely open before 7:00 pm except in very touristic areas.

In restaurants, it is usually cheaper to order “le menu” which includes a choice of starters, main dish and cheese or dessert (sometimes even a beverage is included) than to compose your own selection. If you do not want to pay for bottled water, you must ask for “une carafe d’eau” which restaurants are required by law to provide free of charge upon request. The tip is included in the price of the meal and you do not need to leave more unless you are extremely happy with the service. If there is a little change, most French leave it for the waiter.

Most restaurants accept Visa or Mastercard (called Carte Bleue or CB in France) although they may have a minimum charge of 15 euros.

Shopping

There is a lot to buy in France, but depending on where you shop, it is not always cheap. Large department stores and shops in malls are open all day from 9 am or 10 am until 7:30 pm, while shops in villages or downtown may close from 12 pm or 12:30 pm until 2 pm or 2:30 pm. Large supermarkets open at 8 am and close around 8:30 pm on weekdays and slightly later on Fridays and Saturdays. Most shops are closed on Sundays although there are a few exceptions.

How To Save Money

Up until 25 years of age, students showing their student card can benefit from special discounts on train fares, movie theaters, etc. Be sure to always ask if there is a special student rate.
Transportation

If you decide to drive in France you will need an international driver’s license. The road infrastructure is good but in the cities, especially Paris, traffic jams and difficulty in finding parking places are major problems. It is advisable to familiarize yourself with French road laws by buying a book called “Code de la Route” which gives you valuable information on speed limits, priority on the right, road signs, roundabouts, etc.

There is a “0-tolerance” concerning alcohol in France. Therefore, if you drive, you are not allowed to drink alcoholic beverages.

If you prefer taking the train, the French train network (SNCF) is rather good. You can benefit from cheaper fares with your student status. It is important to remember that, as in most large cities, taking the train late at night is only advisable if you are travelling with a group and in a wagon with other passengers.

If you hope to travel in Europe, there are many opportunities for cheap travel for students. The more flexible you are in the dates and destinations, the better the price you will get. You can often get excellent discounts when buying tickets at the last minute or far in advance. Youth Hostels are often well placed and cheap but you will need a Youth Hostel card.

Transportation Companies Websites

Transport in France by train (click on the British flag for the site in English) :  

To get all the suburban traffic information & RER schedules :  
https://www.transilien.com/en

To get RER, Metro and Orlyval maps : http://www.ratp.fr/en/
The "Carte Imagin’R" and "Pass Navigo"

With the Carte Imagin’R, you can travel as much as you like for one whole year (bus, metro, tram, and RER) in the Ile-de-France region. The number of journeys is unlimited. The Carte Imagin’R is for students under 26 years old. It costs 350€ per year. More details here.

Older students can use a weekly or monthly Navigo Pass.
With Navigo Pass hebdomadaire/mensuel (weekly/monthly Navigo Pass), you can travel as much as you like for one whole week/month (bus, metro, tram, and RER) in the Ile-de-France region. The number of journeys is unlimited. This pass allows you to travel within your chosen zones of the Ile-de-France transport network. Navigo Pass Hebdomadaire is valid from Monday to Sunday.
You can load your Navigo Pass at ticket machines or at the ticket offices of RER and metro stations. It costs 22,80€ per week.

Those cards are strictly personal and cannot be used by any other person.
Cell Phone

Using your home cell phone in France may be very expensive. Check with your provider to find out how you will be billed. The cheapest solution is probably to buy a SIM card when you arrive in France (if possible we advise you to buy a French sim card before your departure in order to be able to use your phone as soon as you arrive at the airport). The student interns will assist you in choosing and buying the best product at the local store.

Phone Cards

It is not necessary to bring a phone card to call home as those available here offer better rates (VECTONE for example). Please be forewarned that the rooms on campus have phones but ONLY FOR ON CAMPUS CALLS. There is a shop at a 5-minute walk from campus that sells phone cards.

How to Dial?

The international code to dial a telephone call to France is +33; the local code for Evry is 01

- If you call from France or from a French cell phone, dial: 01 60 76 42 44 or 06 86 75 62 25.
- If you call from abroad or from an international cell phone, dial: +33 1 6076 4728 or +33 68 67 5 62 25 (to call a cell phone).
- If you call from room to room (at the MAISEL): dial only the extension number (for example: 5555).

Emergency Numbers

Having separate numbers aims to give a faster response – but if in doubt there is always 112.

18: Emergencies: This number connects to the fire brigade (Sapeurs Pompiers) but they also deal with medical emergencies and should be the first port of call in life-threatening situations
15: Samu (for other urgent medical call-outs)
17: Police / Gendarmes
Adapter

Electricity in France is 220 volts so an adapter may be necessary. Even if your computer or hair dryer, etc. can be used with 220 volts, be sure that the plug has round prongs and NOT flat ones or bring a plug adapter.

Water

Tap water is suitable for drinking everywhere.

Bank Account

To open a bank account, you should provide the banker with the following supporting documents:
- A valid ID card or passport with photo
- MAISEL contract or a proof of accommodation

In Evry, you will find large banks such as BNP Paribas, Société Générale, LCL and others. The Welcom Association will help you for this process. Several banks will be in the Forum during September.

Compare the services offered by each bank and the charges, ask the students for advice or try to find a branch of your personal bank in France.

Laptop

Not compulsory for the classes, but recommended for your own comfort and link with your family and friends through emails and Skype! Each room has an Internet access at your own expense, as does the whole campus. If you bring along your laptop, do not forget to take your IP address to be able to connect it on the campus. Students from the MINET association will technically assist you. If you do not want to bring your laptop, two computer rooms are available on campus with a free 24/7 access.

Computer Account and Internet Access

You will receive a login and a password for the access. You will have an IMT-BS email ID that will be used for future communication with the administration. You will also be requested to update any personal information from the Student Portal using the login and the password. To get the internet access in your room, you will meet MINET (student association). The annual subscription is EUR 70.00.

Adapter

Electricity in France is 220 volts so an adapter may be necessary. Even if your computer or hair dryer, etc. can be used with 220 volts, be sure that the plug has round prongs and NOT flat ones or bring a plug adapter.
Weather

Usually the winter is cold (around freezing) and can be rainy, and summer can be hot. However, with the climate changes, the weather becomes strange; it can be cold and windy in May, or hot in October or March. So bring with you all kind of clothes. The rainiest season is autumn so take adequate precautions like umbrella, raincoat, etc.

Travel Guide

Buy a travel guide to help you get around and determine what you want to see. Visit the websites below to get the most out of your stay. The Lonely Planet website can be useful.

Things to do : Just a small sampling of websites to help you, there are thousands !


Paris :
http://www.aviewoncities.com/paris/parisattractions.htm
http://www.paris-touristoffice.com

Paris for the online Parisian girl : http://www.doitinparis.com
Parc Astérix : http://www.parcasterix.fr
Futuroscope : http://www.futuroscope.com
Versailles Castle : http://en.chateauversailles.fr/homepage
Mont St. Michel : http://www.ot- montsaintmichel.com/index.htm
Loire Valley and its castles : http://loire- chateaux.co.uk/en-gb
Center Parcs : http://www.centerparcs.fr/fr-fr
Bons plans : http://www.essonne-bonsplans.com
Reims : http://www.tourisme.fr/reims/e_index.htm
Giverny gardens : http://giverny.org/gardens
The Forest & Castle of Fontainebleau :
http://www.parisdigest.com/takingarest/fontainebleau.htm
The Welcom’ team is here to help you, but if you have administration or academic issues you can also ask to one of the IMT-BS member staff.

The International office can be found in room E09, Building A, ground floor (close to the Forum).

Incoming students
international.registrations@imt-bs.eu
“There’s a very rich and varied student life at Institut Mines-Télécom Business School, it’s one of the strong points. Sharing 6 hectares of campus with the engineering school creates a sort of mini-town within Évy itself. There’s a wide range of facilities available for students: a gymnasium, 3 tennis courts, basketball, football, rugby, a climbing wall, a fitness room, beach volleyball, but also a student bar where you can relax in the evening, a student foyer used for evening events and also each club or society has its own space”.

Roxane, Bachelor’s degree student
WE HOPE YOU ENJOY YOUR TIME AT INSTITUT MINES-TÉLÉCOM BUSINESS SCHOOL!

Institut Mines-Télécom
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