

CAEN | LE HAVRE | PARIS | BOSTON | DUBAÏ | DUBLIN | OXFORD



ROAD MAP

2024 | 2025



ROAD MAP

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Laurence Boiteux
International Affairs Director

We are pleased and honored that you are considering joining us for your studies. EM Normandie is developed to support a multicultural student body. The school has fostered an international spirit, with a priority geared towards student experience. We are committed to developing and educating leaders who will make a difference for the future. Central to our success is our ability to transform students and impact your critical thinking and vision of the world. We will provide you enthusiastic teaching but not only, your experience will also be about intercultural awareness, adaptability, and developing your network in a global and fast changing world.

We hope that you will take advantage of all the opportunities during your studies at EM Normandie. Supporting you is central to our mission at the International Office and we will guide you every step of the way. You are very much welcome here, we want you to feel at home. We wish you a tremendous stay with us! And remember, this will be one of the best experiences in your life.

1 000

International students

+200

Partner Universities

175

international Visiting
Professors

26 000

Alumni

+400

Staff Members

6 500

Students

ONE SCHOOL SIX CAMPUS



Caen

Caen, located in the Normandy region of France, is a city with medieval history and architecture. Known for its impressive heritage, it is home to the famous Saint-Étienne Abbey and the castle of William the Conqueror. The city, which suffered greatly during World War II, has been carefully restored, showcasing its cobblestone streets, charming markets and vibrant cultural scene. Caen is also a strategic point for discovering the D-Day beaches and other historic sites in the region.

Opening hours

Monday to Friday 7:30 a.m. to 21:00 p.m.

Where to eat

Caen campus has a cafeteria selling lunch packages, vending machines for hot drinks, soft drinks, and snacks. You can also bring your lunch-box; microwaves are available.



Le Havre

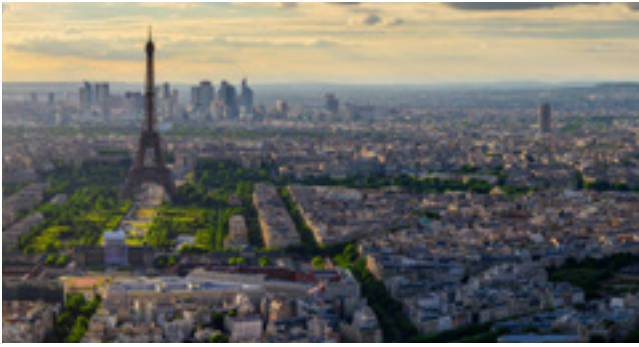
Le Havre, located on the Normandy coast, is a French port city known for its modern architecture and active port. Rebuilt after its devastation during World War II, the city features a unique urban layout designed by Auguste Perret, a UNESCO World Heritage Site. The port of Le Havre is one of the largest in France and plays a crucial role in international trade. The city offers visitors a mix of maritime history, contemporary art and a lively cultural scene, highlighted by the André Malraux Museum of Modern Art.

Opening hours

Monday to Friday from 7:30 a.m. to 21 :00 p.m.

Where to eat

Le Havre campus has a cafeteria selling lunch packages, vending machines for hot drinks, soft drinks, and snacks. You can also bring your lunch-box; microwaves are available.



Paris

Paris, the city of light, is a fascinating melting pot of culture, history and sophistication. With its iconic Eiffel Tower standing majestically over the Seine River, Paris is known for its stunning architectural monuments and charming cobblestone streets. Magnificent museums such as the Louvre and the Musée d'Orsay are home to artistic treasures that attract culture lovers from all over the world. The city exudes romance in its quaint cafes, elegant boutiques and sprawling gardens like those in Luxembourg. With a rich history, exquisite gastronomy and innate elegance, Paris remains an incomparable destination that captivates at every turn.

Opening hours

Monday to Friday from 7:30 a.m. to 21 :00 p.m.

Where to eat

Paris campus has a cafeteria selling lunch packages, vending machines for hot drinks, soft drinks, and snacks. You can also bring your lunch-box; microwaves are available.



Dubai

Dubai, an architectural jewel in the middle of the desert, stands as a symbol of modernity and opulence. Its futuristic skyline is dominated by skyscrapers of avant-garde design, highlighting the iconic Burj Khalifa, the tallest tower in the world. Man-made islands, such as Palm Jumeirah, showcase exceptional luxury with world-class resorts. Traditional souks and modern shopping centers coexist, offering everything from exotic spices to luxury brands. With its unique blend of tradition and innovation, Dubai is positioned as a cosmopolitan destination, attracting visitors with its luxurious atmosphere, world-class events and bold vision of the future.

Opening hours

Monday to Friday from 7:30 a.m. to 21 :00 p.m.

Where to eat

Restaurants around the campus.



Dublin

Dublin, Ireland's vibrant capital, captivates with its historic charm and welcoming atmosphere. On the banks of the River Liffey, the city showcases stunning Georgian architecture and picturesque parks, such as St Stephen's Green. Known for its rich literary tradition, it is home to emblematic places such as the Chester Beatty Library and Trinity College, where the famous Book of Kells is kept. Lively pubs, such as the Temple Bar, are iconic places to enjoy live music and Irish hospitality. Dublin also embraces modernity with the Docklands district, reflecting its evolution into a dynamic metropolis without losing its deep-rooted cultural essence.

Opening hours

Monday to Friday from 7:30 a.m. to 21 :00 p.m.

Where to eat

Dublin campus does not have a cafeteria, but there are many options around the neighbourhood near Talbot



Oxford

Oxford, the historic university city in the heart of England, dazzles with its majestic architecture and academic atmosphere. Home to the prestigious University of Oxford, its ancient colleges and limestone buildings offer a stunning view. The tranquil meanders of the River Cherwell and the gardens of Christ Church College add a touch of serenity. With century-old bookstores like Blackwell's and cobblestone alleys, the city exudes a unique literary aura. Culture and history intertwine around every corner, from the Bodleian Library to the Ashmolean Museum. Oxford, with its combination of scholarship and quaint charm, remains a fascinating destination for students and visitors alike.

Opening hours of the campus

Monday to Friday 7:30 a.m. to 21:00 p.m.

Where to eat

Caen campus has a cafeteria selling lunch packages, vending machines for hot drinks, soft drinks, and snacks. You can also bring your lunch-box; microwaves are available.

CERTIFIED EXCELLENCE

EQUIS, AACSB & AMBA accredited : less than 1% of Business Schools in the world have the triple crown

85th among the best European Business Schools and 65th place among the **best Masters in Management of the Financial Times**

95th out of 176 in the annual ranking of the best Masters in Management by **QS World University Rankings**

Conference of Grandes Ecoles among 38 Grandes Ecoles de Management awarding the Master Degree among more than 200 business and management schools in France

BSIS et EFMD (European Foundation for Management Development) label

EESPIG: Private Higher Education Institution of General Interest awarded by MESRI

New member of **CLADEA**





Introduced by *ChooseMyCompany*, a company specialising in gathering, analysing and publishing certified reviews, the accreditation is awarded solely on the basis of the opinions of the students. It measures student satisfaction at higher education institutions through a questionnaire that focuses on 5 areas: the quality of facilities and respect for the environment, quality of teaching, student life, the strength of relationships with businesses and outlook for the future. EM Normandie is currently ranked in the top 10 schools on the Happy Index at School in France.

The involvement and enthusiasm of students resulted in EM Normandie Business School meeting the 3 essential criteria to win the accreditation (participation rate, recommendation rate

and satisfaction average). It will draw even more students to the school and symbolises a well-deserved prize for each and every member of staff at the school, who work so hard every day to give students high-quality services and enable them to live the EM Normandie Business School experience to the full.

The following points in particular set EM Normandie Business School apart from other organisations: approximately 8 out of 10 students are fully satisfied with the facilities and equipment provided and student life, and 75% are satisfied with the teaching provision at the school.



EM Normandie, ranked among France's top 74 Higher Education Institutions including 11 Business Schools, has received a distinction for its high-quality welcome initiatives for international students. The label, part of the 2018 French Prime Minister's «Bienvenue en France» Plan, recognizes the school's excellence in information and reception services across its campuses. EM Normandie excels in various areas: information accessibility, welcome schemes, diverse training programs, housing, campus life, and post-graduation support. Notably, its International Affairs department efficiently assists with administrative formalities along side the Hub. The Corporate and Careers department and the EM Normandie Alumni Association further enhance the integration and career prospects of international students. Student life is enriched by events and societies that promote international culture at the school.

OUR DIFFERENT SERVICES

Onboarding

Each semester, our school organizes orientation for both local and international students. Throughout your first days with us, you will be invited to many activities to get to know one another. We will also help you through administrative formalities. Our goal is to provide information and help students deal with day-to-day life issues while studying at EM Normandie.

Orientation/career

This department is dedicated to helping students navigate and make informed decisions about their career paths during their time at the university and beyond. This department provides a range of resources and support to assist students in exploring potential careers, developing relevant skills, and successfully transitioning from academic life to the professional world.

Accessibility and equal opportunities

With students' wellbeing at heart, a department is dedicated to equal rights, diversity, and opportunities. The school ensures all students a great experience each step of the way and helps accommodate students with disabilities. EM Normandie's is to allow all its students to explore their potential whatever, regardless of their situation. Committed since 2008 through the Handicap Charter of the Conférence des Grandes École (CGE) renewed in 2019, the school reinforces its commitment to the inclusion of students with disabilities and implements a whole series of measures to improve their daily lives.

Well-being

We have the Balance and Inclusion department focused on promoting diversity, equity and inclusion within the academic community. The primary goal of such a service is to create an environment where all students, faculty and staff feel valued, respected and included. This service plays a crucial role in fostering an inclusive and equitable university environment, contributing to a positive learning and working experience for everyone involved.



EXPLORE THE WORLD



OVER 200 PARTNER
UNIVERSITIES IN 60
COUNTRIES

Explore other ways of learning, thinking and living through an international exchange, and come back a different person. The School has forged strong partnerships with more than 200 partner universities on all continents, renowned for their excellence.

NORTH AMERICA

CANADA

- Abbotsford *
- Calgary *
- Hamilton *
- Kelowna
- Moncton
- Quebec *
- St. John's *
- Vancouver
- Victoria *
- Winnipeg *

USA

- Albuquerque *
- Bellingham *
- Boston *
- Cedar City *
- Chicago *
- Denver *

- Jacksonville *
- Livingston
- Los Angeles *
- New York *
- Pullman *
- Rohnert Park *
- Springfield *
- Tampa *
- Worcester

MEXICO

- Guanajuato
- Mexico
- Monterrey *
- Puebla

SOUTH AND CENTRAL AMERICA

ARGENTINA

- Buenos Aires
- Córdoba

BRAZIL

- Curitiba *
- Rio de Janeiro
- São Paulo *

CHILE

- Las Condes *
- Niña del Mar *
- Providencia
- Santiago *
- Valparaíso *

COLOMBIA

- Bogotá *
- Cali *
- Cartagena de Indias

PERU

- Lima *

URUGUAY

- Montevideo *

AFRICA

MOROCCO

- Casablanca *
- Ifrane *
- Rabat *

EGYPT

- New Cairo *

SENEGAL

- Dakar

TUNISIA

- Carthage
- Tunis *

OCEANIA

AUSTRALIA

- Perth *

* AACSB, EFMD, EQUIS and/or AMBA-accredited universities.

EUROPE

GERMANY

Aix-la-Chapelle ✦
Augsburg
Bamberg
Berlin
Bremen
Cologne
Dortmund
Frankfurt am Oder
Frankfurt am Main ✦
Hamburg
Ingolstadt
Karlsruhe
Leipzig ✦
Munich ✦
Münster ✦
Osnabrück
Regensburg
Vallendar ✦

AUSTRIA

Innsbruck ✦
Vienna

BELGIUM

Bruxelles ✦
Liège ✦
Louvain ✦

BOSNIA AND HERZEGOVINA

Sarajevo ✦

CYPRUS

Nicosia

CROATIA

Zagreb ✦

DENMARK

Odense
Sonderborg

SPAIN

A Coruña
Alcalá de Henares

Alicante
Bilbao ✦
Ciudad Real
Cordoba
Granada
León
Madrid ✦
Malaga
Pamplona
Seville
Valencia
Valladolid
Vic

ESTONIA

Tallinn ✦

FINLAND

Joensuu
Jyväskylä ✦
Kuopio
Lappeenranta ✦
Oulu ✦
Tampere
Vaasa ✦

GEORGIA

Tbilissi

GREECE

Athens ✦

HUNGARY

Budapest ✦
Miskolc
Szeged ✦

IRELAND

Cork ✦
Dublin ✦

ICELAND

Reykjavík ✦

ITALY

Bergamo

Milan
Naples
Pavia
Pise
Rome ✦
Verona

LATVIA

Riga ✦

LIECHTENSTEIN

Vaduz

LITHUANIA

Vilnius

NORWAY

Bergen ✦
Bodo
Lillehammer
Oslo ✦

NETHERLANDS

Groningen ✦
Rotterdam
Tilburg ✦
Utrecht
Venlo

POLAND

Krakow ✦
Katowice ✦
Poznań ✦
Toruń ✦
Warsaw ✦

PORTUGAL

Lisbon ✦
Porto ✦

ROMANIA

Bucharest
Cluj-Napoca
Iasi

UNITED KINGDOM

Hatfield ✦

Newcastle ✦
Nottingham ✦
Portsmouth ✦
Sheffield ✦

SLOVAKIA

Bratislava ✦
Košice

SLOVENIA

Ljubljana ✦
Maribor ✦

SWEDEN

Gothenburg ✦
Jönköping ✦
Karlstad ✦
Stockholm ✦
Vaxjo ✦

SWITZERLAND

Berne
Lucerne ✦
Saint-Gall
Olten ✦
Winterthur ✦
Zurich ✦

TURKEY

Ankara ✦
Istanbul ✦
Izmir

ASIA

CHINA

Chengdu ✦
Dalian Shi
Guangzhou ✦
Hong Kong ✦
Shanghai ✦
Shantou ✦
Suzhou ✦

SOUTH KOREA

Daegu ✦
Daejeon ✦
Gwangju ✦
Incheon ✦
Sejong ✦
Seoul ✦

UNITED ARAB EMIRATES

Ajman ✦
Dubai ✦
Sharjah ✦

INDIA

Ahmedabad ✦
Bangalore ✦
Chandigarh
Ghaziabad ✦

Gurugram
Indore ✦
Kochi ✦
Kolkata ✦
New Delhi
Udaipur ✦

INDONESIA

Jakarta ✦

PHILIPPINES

Quezon

JAPAN

Beppu ✦
Nishinomiya
Osaka
Tokyo ✦

KAZAKHSTAN

Almaty ✦

KUWAIT

Kuwait ✦

MALAYSIA

Kuala Lumpur

SINGAPORE

Singapore ✦

TAIWAN

Chiayi ✦
Hsinchu ✦
Kaohsiung ✦
Taichung ✦
Tainan ✦
Taipei ✦
Taoyuan ✦

THAILAND

Bangkok ✦

VIETNAM

Hô Chi Minh

APPLICATION PROCESS

Exchange student

These students are part of a university partnership, attending the program for a duration of six months or a full year without incurring any programme fees.

- 1 The home university coordinator or international office nominates the students through an online form. This step is necessary in order to approve the application.
- 2 The student fills out the online application form received, choose a programme and upload supporting documents :
 - Copy of passport
 - Transcript of records
 - Latest diploma (double degree)
 - Language certificate
 - Learning agreement (signed by home university)
- 3 EM's International Affairs department evaluates the application and may ask for additional information
- 4 Letter of acceptance is sent to the student

Deadlines

Fall / Academic year : April 15th for nominations, April 30th for applications .

Spring semester : October 15th for nominations, October 31st for applications.

Fee paying students

These students are selected through the admissions recruitment service, with a majority hailing from various countries and covering the program expenses. To have information about our different programs check the course in our website.

- 1 Candidates fill out an online application (50 € fee) detailing their background and motivation
- 2 EM Normandie evaluates your eligibility on various criteria (academic, professional experience if adequate, soft skills and language proficiency...)
- 3 Candidates will be invited to book an appointment for their interview
- 4 Once your interview is done, if you are selected, you will receive your acceptance via email with information on the deposit payment

Learning agreement (only for exchange students)

This document serves as a comprehensive record for selecting the courses the student wish to enroll in for the upcoming semester. It is crucial to complete this form while submitting their application, as it provides us with valuable insight into the desired program and preferred course selection.

It is not possible to mix courses from different programmes. You may take less than 30 credits (ECTS) if you wish to, the minimum is 15 credits. This document must be approved and signed by the student, by the sending university and the receiving university.

The students have to make sure that they select a programme according to their level of studies: to find the course offer check our [website](#).

For support, candidates can contact incoming@em-normandie.fr

Deadlines

Apply before March to obtain the Early Bird rate on your school fees. Applications are open until June 30th

[Link to the application platform](#)

For support, candidates can contact applyto@em-normandie.fr

GRADING & EXAMS

Grades in France are on a 20-point scale: 0 being the lowest grade and 20 the highest.
The passing grade is 10/20

ECTS Grade	Score	Interpretation
A	>18	Outstanding - Pass
B	16 < 18	Excellent - Pass
C	14 < 16	Good - Pass
D	12 < 14	Satisfactory - Pass
E	10 < 12	Average - Pass
FX	7 < 12	Insufficient - Fail
F	<7	Poor - Fail

ACADEMIC LIFE

The European Credit Transfer System ECTS

The validation of one semester is equivalent to 30 ECTS credits, a year to 60 ECTS. Exchange students will be able to attend resits/makeup exams (if their sending university allows it) . A few weeks after official results.

A Transcript of records will be available in your student account WARD by the end of February for students staying for the Fall semester and by the middle of July for students staying for the Spring semester.

Find out more

For more information about the higher education system in France, please consult the Campus France website:

<https://www.campusfrance.org/en>

Academic Calendar

The academic year is divided into two semesters: fall semester (September to December) and spring semester (January to June). Once your application is processed, the International Office will confirm the exact dates of your programme.

Bachelor Degree Candidates

The nominated student must have completed their first year of higher education and be in the process of completing their second year, with a total of 60 ECTS (or equivalent local credits) already validated and 60 ECTS in the process of validation.

Holidays and Bank holidays

During your stay with us, you might have holidays in October, December, February or April. Usually, students have one or two weeks off. We will confirm dates to you when sending the academic calendar of your programme. For **bank holidays**, please consult this website for France or [here](#) for the UK.



Dual Degree Candidates

Here, ambition meets academic exploration. Embrace collaboration, challenges, and growth on this unique journey. Your pursuit of knowledge isn't just academic; it's a transformative experience shaping tomorrow's leaders.

Master Degree Candidates

The nominated student must have completed three years of higher education and be enrolled in the fourth year or M1 at their home university, meaning they have already validated 180 ECTS (or equivalent local credits) and are in the process of validating an additional 60 ECTS.

STUDENT CLUBS

Student clubs bring extra dynamism to EM Normandie's campuses by offering exciting events and projects in all domains: culture, sports, humanitarian and professional activities, or just for fun.

Exchange students can enjoy all these activities anytime throughout the semester but in order to participate in projects they will need to be enrolled in a year exchange program.

BDA : Bureau Des Arts (arts & culture club).

The BDA aims to promote art and culture in all its forms to students: music, painting, literature, cinema ...

BDS : Bureau Des Sports (sports club).

The BDS offers numerous sports activities, competitions and events both within the school and outside.

BDE : Bureau Des Étudiants (students club).

The BDE's mission is to integrate all the EMiens and make them enjoy their student life as much as possible, thanks to campus activities and convivial evenings.



ADMINISTRATIVE FORMALITIES



VISA France

European students: there is no visa obligation as per the European immigration law.

Non-European students: a student visa is required.

There are two types of visas:

- Short-term visa (less than 3 months)
- Long-term visa (more than 3 months)

There is an official website for visa application to France: [here](#)



VISA United Kingdom

Since the Brexit, the UK government has decided to divide citizens in two lists:

Non-visa nationals: EU, EEA & Swiss citizens can study in the UK for a short period (less than 6 months) without a visa.

Visa nationals: students from countries on this list will not be able to study at our campus as we cannot issue a visa for them.

Please check your students' eligibility on the government [website](#) and let us know if you have any questions/doubts.



VISA Ireland

European students: no visa required, students can come for a semester or a full year.

Non-European students: visa required, students can only come for 1 semester.

Exempted nationalities: students can be exempt from a visa if their country [appears on this list](#).

Remaining nationalities: students will need to apply for a [visa short-term C](#) only for the dates they are physically in Ireland (the beginning of the semester will be online as the duration of courses is more than 90 days)



VISA Dubai

You'll need to apply for the visa maximum 2 months before your exchange. Your passport should be valid for at least 6 months beyond the end of your stay and 2 blank pages. EM Normandie assists students in procuring a visa. Sponsorship from EM on an international student visa usually takes around 3 to 4 working days to process as long as the required documents and the visa fees are in order.

The student visa is valid for 60 days. A UAE residency and ID is required to remain in the country for the full duration of the study abroad period and necessary for all administrative issues (opening a bank account, housing...). In order to obtain the UAE visa the students need to submit health information (blood work and Xray), fingerprints, an application form, 12 photos (ID picture with white background, all dressed and nothing on your face) fingerprints, an application form, the EM Normandie admission letter and a visa payment receipt.

Approximate cost of one year of visa:
7000 AED (~1770€ ratemight change)

Approximate cost of one semester of visa:
4000 AED (~1000€ ratemight change)

Please remember that despite our efforts to ensure your exchange with us under the best possible conditions, our School has absolutely no influence on the visa application processing time or the outcome of the application.

It is the student's responsibility to comply with and respect immigration procedures during their whole stay in the chosen country.

The HUB

In order to live the international experience, it is important to carry out some administrative procedures. The HUB can help students answering some doubts concerning administrative formalities.

lehub@em-normandie.fr

Phone numbers:

+33232927082 (Le Havre)

+33231469441 (Caen)

+33175000087 (Paris)

Health coverage

STUDENTS FROM NON-EEA* UNIVERSITIES

In France

The registration to the French Social Security (« Assurance Maladie ») is mandatory and free of charge and allows you to benefit from the reimbursement of your health expenses.

Online application: <https://etudiant-etranger.ameli.fr/#/>

To be reimbursed for your health expenses at the highest possible rate, we recommend to subscribe to a complementary health care coverage from :

- a private health insurance in your home country
- French health insurance companies dedicated to students. Here are our partners: STUDCORP and HEYME.

For more information on social security in France, visit [Campus France website](#).

In United Kingdom and Ireland

Subscribe to a private health insurance in your home country that covers you for the duration of your stay with following guarantees : hospitalization, repatriation, medical fees, medicine reimbursement. You can use the medical services as a private patient and claim the costs back from your travel insurance.

NHS (applies to Oxford campus only)

The National Health Service (NHS) in the UK is free for UK nationals, people from the European Union, and students with a visa valid for more than 6 months. For more information and online registration visit [here](#).

STUDENTS FROM EEA* UNIVERSITIES

Prior to your departure, you must ask for your European Health Insurance Card – EHIC - and bring it with you. Make sure that it is valid for the whole duration of your stay. All your health related expenses must be forwarded to the health care administration you are affiliated to in your country of studies.

IN DUBAI

Health insurance is part of the visa assistance process provided by EM Normandie, the students gets it once their residency is finalized.

* European Economic Area



Contacts

Exchange students
incoming@em-normandie.fr

Fee-paying students
applyto@em-normandie.fr

The HUB
lehub@em-normandie.fr

Website
<https://www.em-normandie.com/en>

