

WELCOME GUIDE

RENNES SCHOOL OF BUSINESS



A global school of management



Rennes School of Business, France, is one of the most international Business Schools in Europe, with 85% of the Faculty being non-French nationals.

Programmes taught in English by an international full-time faculty, students coming from all over the world, programme development with partner institutions, strong links with local and international companies, international research cooperation, make the Rennes School of Business unique in France and abroad.

Joining the Rennes School of Business means being part of a constantly stimulating international environment and an international recognized institution accredited by EQUIS, AACSB and AMBA.

The dynamic and supportive environment of the Rennes School of Business will make you feel at home.

Dr Olivier Aptel

Director General and Dean



Study in English while living in France

BRITTANY: A DYNAMIC REGION

With a population of 3 million, Brittany has succeeded in developing a highly effective economy based on industry and the service sector. The vibrancy displayed by its 160,000 businesses has resulted in the creation of numerous centres of excellence, in fields such as the agro-food, transport, logistics, telecommunications, new technologies, tourism and services industries. The quality of life offered by its towns and cities, countryside and coastal areas, its cultural wealth and its historical heritage all play a major part in this region's growth and popularity.

RENNES: IDEAL STUDY ENVIRONMENT IN THE WESTERN PART OF FRANCE

The French economy is based on strong values: innovation and creativity, scientific and technological excellence. It is the world's 6th largest economy in terms of exports and the 3rd largest economy in the world for international investments.

The Rennes School of Business is located in Rennes, the capital city of Brittany, 2 hours from Paris by TGV fast train and 1 hour by plane from London. It is considered by the national media as the 5th largest city in France in which to study ("L'Etudiant", Sept. 2015). With a population of more than 420 700, including 63 000 students, Rennes offers the full advantages of a large city while at the same time being convivial in size. Students will benefit from a very attractive urban, sporting and cultural environment: modern sports facilities, cinemas, theatres, cultural centres, museums, libraries, restaurants and pubs.

Studying at the Rennes School of Business is a wonderful means to discover the richness of French life, its culture and economy.

RENNES CAMPUS, A FIRST CLASS LEARNING ENVIRONMENT

The modern campus of the Rennes School of Business offers students an ideal study environment. The building is open 24 hours a day, 6 days a week.

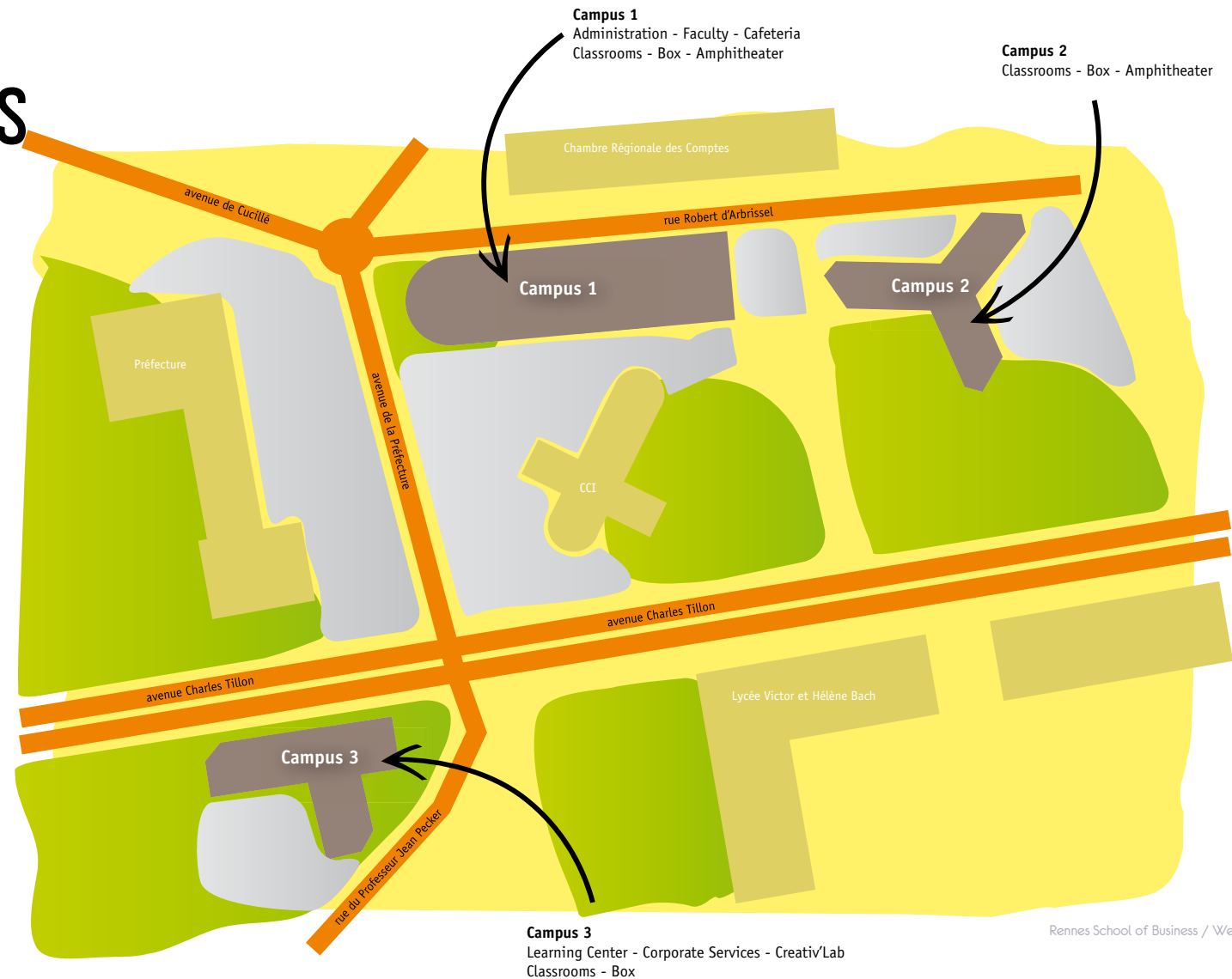
Each student has Wifi internet access to the business school's intranet, the media library website and e-learning services.

- 20 lecture halls, from 50 to 400 places
- 70 classrooms
- a covered walkway, the "Rue des Entrepreneurs"
- a wifi internet access
- a language resource centre
- 2 sports halls
- a students' club
- a music room
- a large cafeteria, 1 snack bar
- a learning center
- a "Bloomberg" trading room
- a Creativ'lab
- an Incubator "Innostart"
- student associations





School's services



I prepare my stay in France (before my arrival)

CHECK LIST (WHAT I NEED TO BRING)

UPON ACCEPTANCE (documents to submit during the orientation week – front office):

Non-European students:

- ☐ 215 € (cash or credit card - price for 2015-2016) for the health insurance
- ☐ 1 copy of your passport
- ☐ 1 copy of your visa
- ☐ 1 copy of the page with the customs stamp stating on which day you arrive in France (therefore, please do this once you are in France)

Non-European Students who have a visa “ETUDIANT”:

- ☐ 215 € (cash or credit card) for the health insurance
- ☐ Ofii* form (issued by the Embassy with your visa)
- ☐ 2 copies of the page with the customs stamp stating on which day you arrive in France (therefore, please do this once you are in France)
- ☐ 2 copies of your passport
- ☐ 2 copies of your student visa

European Students:

- ☐ Copy of your EHIC card (valid for the length of your studies)

OTHER DOCUMENTS TO SUBMIT DURING THE ORIENTATION WEEK (for the bus-pass, bank, caf...):

For the bus-pass, bank, etc... All students:

- ☐ Several official passport-sized photos
- ☐ 1 photocopy of your passport (European students can submit a copy of their identity card)
- ☐ 1 photocopy of your visa (not applicable to European students).
- ☐ Proof of accommodation (rental contract ...)
- ☐ Housing insurance contract
- ☐ 1 copy of the Rennes School of Business acceptance letter or registration certificate

**OFII : Office Français de l'Immigration et de l'Intégration*

I PREPARE MY BUDGET

AVERAGE BUDGET:

Monthly average budget:

Accommodation: 160 € - 600 € (depending on the accommodation)

Transport: 30 € - 40 €

Food: 110 € - 200 €

Other Expenses (phone, laundry, leisure..): 150 €

Other expenses on arrival:

Compulsory Social Security: around 215 €

One month deposit for accommodation: 400 € (depending on the rent)

Housing insurance: 70 € for one year

These amounts are estimates only



VISA PROCEDURE FOR NON - EUROPEAN STUDENTS

Non Exchange students: You are registered at the Rennes School of Business as you already sent us back your filled and signed enrolment form and paid a first instalment to reserve your place on the programme of your choice.

You already received the official confirmation of enrolment letter in English, its translation into French (for visa purposes) and an additional letter in French for the French Embassy/CampusFrance.

Exchange students: You are registered at the Rennes School of Business as you already sent us back your filled and signed application form to reserve your place at school.

You already received the official letter of acceptance in English, its translation into French (for visa purposes) and an additional letter in French for the French Embassy/CampusFrance.

For all of you: It is now imperative that you immediately sign up with your nearest CampusFrance agency:

You have first to register with CampusFrance by signing up on their website: <http://www.campusfrance.org/en>

Once you have followed all the formalities, your file will be transferred to the French Embassy or Consulate for the visa request. In some countries, you may have an interview or a test in English.

If you don't have a CampusFrance agency in your home country, please apply directly through the French consulate or Embassy. You can find the address of French Embassy or Consulate in your home country on this website:

<http://www.diplomatie.gouv.fr>

Please be aware that this visa procedure can take some time until you get the interview, so we strongly advise to start the procedure in advance (the whole procedure can actually take 2 months in some countries).



Your accommodation

RENNES SCHOOL OF BUSINESS HOUSING PLATFORM

On the platform, you will find many offers around the campus from private landlords, halls of residence and real estate agencies:

[HTTP://HOUSING.ESC-RENNES.COM/EN](http://HOUSING.ESC-RENNES.COM/EN)

You can make your reservation request directly on the platform with your rental file.

The accommodation team will send you the enrollment key to sign up on the platform once you will be enrolled at Rennes School of Business.

For any questions, do not hesitate to contact platform team via the online Chat.



MY ACCOMMODATION OPTIONS

HALLS OF RESIDENCES (private)

Budget approx. 310 € - 570 €

CAF approx. 50 € - 150 €

Available

Modern, clean, high security and all built-in facilities. Equipped private rooms in a residence including kitchenette, bathroom and toilet. Some residences offer a common room, laundrette, sports facilities. Internet, laundrette, letterboxes, possibility of renting bed and kitchen linen, cleaning facilities etc.

A very comfortable and easy option. Some residences have special offers for students registered at the Rennes School of Business.

STATE-RUN HALLS OF RESIDENCE (Crous)

Budget approx. 160 € - 240 €

CAF approx. 30 € - 50 €

Limited number of places

Residences located in older buildings providing only basic amenities (for example, shared toilets, showers & kitchens with the other students on each landing). Internet connection is possible.

The Rennes School of Business has reserved a (small) number of rooms. All applications must be made through accommodation@esc-rennes.fr and strict conditions are applied.

STUDIO FLATS

Budget approx. 400 € - 600 €

CAF approx. 100 €

Limited number of places

A furnished flat (one room with a kitchen and separate bathroom) – normally a small surface (20m²).

For one person or a couple of close friends.

SHARED STUDENT FURNISHED HOUSE/FLAT

Budget approx. 350 € - 450 €

CAF approx. 90 €

Available

A furnished flat with several rooms rented to International students.

This service is on a first come first served basis.

HOME STAY WITH MEALS OR WITHOUT MEALS

Budget approx. 300 € - 550 €

CAF approx. none to 90 €

Available

Families who offer a room in their house or flat and who share family events, outings and sometimes meals with the student.

Excellent opportunity of learning a new culture and learning or improving your French.





OTHER ISSUES

CAF (HOUSING BENEFIT)

WHO?	CAN I GET THE HOUSING ALLOWANCE?	WHAT I NEED TO BRING?	
European students	Yes, on CAF.FR	<ul style="list-style-type: none">> Passport or identity card (copy and original)> Copy of your EHIC card> Proof from your bank that you have enough money in your account in France to live on (minimum 615 euros per month)	<ul style="list-style-type: none">> Birth certificate (original and a copy translated into French by an official translator)> Copy of your letter of acceptance or enrolment certificate from the Rennes School of Business
Non-european students who have a long stay visa with “etudiant” written on it	Yes, on CAF.FR	<ul style="list-style-type: none">> Passport and visa (copy and original)> Letter from OFII office> Proof that you have paid your health insurance	<ul style="list-style-type: none">> Copy of student card> Rental contract> Bank details
Non-european students who have a long stay visa with “dispense temporaire de titre de sejour” written on it	No		



ADDRESS OF THE CAF OFFICES (Caisse des Allocations Familiales):

Cours des Alliés - Rennes - France

www.caf.fr - 0033 820 25 35 10

Métro Charles de Gaulle

Open Monday to Friday from 8.30 am to 5 pm

HOUSING INSURANCE

French law stipulates that all persons who rent accommodation in this country must have civil liability and 3rd party insurance at their address; some landlords include this in their «rental package». If not, you can buy this with the LMDE or SMEBA or with the bank when you open an account during the orientation week.

IMPORTANT NOTIONS

DEPOSIT (“CAUTION”):

In France, you have to pay one or two month’s deposit to secure your reservation. By law, the landlord has up to 2 months to return the deposit at the end of the rental period. Some of the landlords with whom we work often return the deposits before you leave (after the moving-out inventory) but

this is not an obligation. Obviously if damage has been caused, over excessive use of the heating or telephone, the flat is dirty etc., they are entitled to reduce the amount they return. It is therefore very important that you understand the contract, what the fees include and the conditions of rent, when you sign and that you do your utmost to respect the property and its contents.

The deposit cannot be used to pay the last month’s rent, unless you have a written agreement with the landlord.

N.B. For all payment (especially in cash) it is your responsibility to ask for a receipt.

MOVING-IN AND MOVING-OUT INVENTORY (“ÉTAT DES LIEUX”):

Most landlords will complete an “état des lieux” with you. It is important that you participate and that you signal any damage or broken material or equipment before you sign (we suggest

you take photos – with the automatic date - on arrival). When you leave the accommodation, the landlord will go through this document with you again and note any damage etc., made since your arrival. Any damage or unnatural deterioration will have to be reimbursed or will be deducted from the deposit.

HOUSING TAX (“TAXE D’HABITATION”):

Students residing in an individual flat or house or private residence are required to pay the housing tax if they are registered tenants in the property on 1st January of each year. (Exempted students: those lodged in the Crous or with a family). This is calculated on the type of accommodation (its surface and location). It is sometimes included in the rent (please check when you sign your rental contract).

Your arrival in Rennes

WELL'COME TEAM

Email address: wellcome.arrival@gmail.com

Of all business schools in France, Well'Come is the association that welcomes and integrates the most international students, over 1 200 each year. The 28 members mission is to defend openness, tolerance, respect and solidarity. Through two arrival periods (January and August) Well'come facilitates integration of international students by providing events in town, in our school showing the best of French culture. The diversity of incoming students is highlighted at the International Day, where we invite international students to discover each other's culture through food and the arts.

**EHIC = European health insurance card. EHIC cards to be ordered before leaving your home country and to bring with you (with a copy) during the orientation week.*

*** Failure to do so, they will be asked to pay 215€ for French health insurance (price for 2015-2016).*

HEALTH INSURANCE

WHO?	DATE OF VALIDITY	COMPULSORY	OPTIONAL
European students	Length of stay at Rennes	All European students must provide a valid EHIC* card for the length of their studies at the Rennes School of Business**	"Mutuelle", complementary health insurance cover (LMDE or SMEBA) or private insurance in your home county
Non-European students <small>*Less than 28 years of age on 1st October 2015</small>	Before 1st Sept. 2016 <small>(or before the 5th January 2017, for January intake)</small>	Private insurance from student's home country	
	From 1st Sept. 2016 - 31st August 2017 <small>(or from 5th of January 2017 - 31st August 2017)</small>	Compulsory French Student Health insurance (215€ in 2015-2016) regardless of length of stay	"Mutuelle" complementary health insurance cover (LMDE or SMEBA)
Non-European students <small>*More than 28 years of age on 1st October 2015</small>	First 3 months in Rennes	Private insurance from student's home country	
	After first 3 months in Rennes	Register at CPAM	"Mutuelle", complementary health insurance cover



CPAM ADDRESS:

7 cours des alliés - Rennes

Métro Charles de Gaulle

Open Monday to Friday from 8.30 am to 5.00 pm

LMDE ADDRESS:

43, bd de la tour d'Auvergne - Rennes

Open Monday to Thursday from 10.00 am to 12.30 am and 1.30 pm to 5.30 pm - Friday from 10.00 am to 12.30 am

SMEBA ADDRESS:

31-33 Quai Chateaubriand - Rennes

02 99 78 33 66

Open Monday to Thursday from 10.00 am to 6.00 pm and Friday from 10.00 am to 5.00 pm

OFII PROCEDURE

You received by your Embassy with your visa the OFII form. We will give you the OFII procedure when you are arriving.

Please, find below the list of necessary documents that you need to prepare the OFII procedure:

- ☐ Your valid passport
- ☐ A list of the shots (vaccinations) you have had
- ☐ One official passport photo
- ☐ Proof of accommodation with your address in Rennes (a copy of your rental contract is enough)
- ☐ Official stamp which costs 58 €. You can buy this stamp which is called a “timbre fiscal” in any “Bureau de Tabac” (tobacconists)

And if you have any:

- ☐ Chest x-rays (taken in the last 3 months)
- ☐ Reading glasses
- ☐ Hearing aid
- ☐ Any results after hospitalisation during the past year
- ☐ Any other documents relative to your health which you wish to communicate to the doctor



HEALTH INFORMATION - Hospitals list

+ PUBLICS HOSPITALS

CHU Pontchaillou

2, rue Henri Le Guilloux - Rennes

www.chu-rennes.fr

Métro Anatole France ou Pontchaillou

02 99 28 43 21

Urgences/Emergencies

Accueil général

02 99 28 43 21

Centre Anti-poison

02 99 59 22 22

Urgences Psychiatriques

02 99 28 43 21

Cardiologie

02 99 28 25 28

Abus sexuel ou agression

02 99 28 24 28

Hôpital Sud

16, boulevard de Bulgarie - Rennes

Métro Le Blosne

02 99 28 43 21

RDV/consultation 02 99 26 71 20

Urgences/Emergencies

Gynécologie/obstétrique

02 99 26 59 29

+ PRIVATE HOSPITALS

Polyclinique Sévigné

3, rue Chêne Germain - Cesson-Sévigné

02 99 25 51 55

Urgences/Emergencies

02 99 25 52 49

Centre Hospitalier Privé Saint-Grégoire

6, boulevard de la Boutière - Saint-Grégoire

www.chpsaintgregoire.com

02 99 23 33 33

Urgences/Emergencies

02 99 23 36 22

Polyclinique Saint-Laurent

320, avenue Général Patton - Rennes

www.polyclinique-saint-laurent.fr

02 99 25 65 00

HEALTH INFORMATION - English speaking doctors and specialists 2015-2016

+ GENERAL PRACTITIONERS

Mr LOUAZON Olivier & Ms LE THANH Catherine

26 Place des Lices - Rennes

02 99 35 05 05

Italian – English

Mr JAMET Henri-Patrick

22 Place des Lices - Rennes

02 99 31 11 50

English

Mr MOREL Jean-Bernard

7 Rue Bertrand - Rennes

02 99 38 75 70

English

+ DENTISTS

Mr LELIEVRE Antoine

2 Passage Carmélites - Rennes

02 99 30 98 48

English

Mr BERTHELOT Manuel

4 Rue Isly - Rennes

02 99 30 79 85

Some German

Mr LELIEVRE Simon

161 rue de Fougères - Rennes

09 62 21 41 34

English

+ OPHTHALMOLOGISTS

Cabinet Ophtalmologique Place des Lices

7 Rue de la Visitation - Rennes

Métro Sainte Anne

02 99 35 11 12

English

+ DERMATOLOGISTS

Ms LOGEAIS Brigitte & Mr TOUBEL Gérard

34 Place des Lices - Rennes

02 99 31 71 58

English

**Cabinet des Docteurs HENRY - HURAUULT -
HUAULT DUPUY - PERRIER**

2 Boulevard la Tour d'Auvergne - Rennes

02 99 65 26 65

English & some Spanish

+ GYNAECOLOGISTS

Ms HESLAN Isabelle

30 Quai Duguay Trouin - Rennes

02 99 67 26 21

English

Cabinet Gynécologie/obstétrique

CHU Hôpital Sud

16 boulevard de Bulgarie- Rennes

02 99 26 71 20

English

+ NURSES

Ms Marquer Véronique

11 bd La Tour d'Auvergne - Rennes

06 07 43 08 17 - 02 99 30 56 57

Some English

Ms RUBIN Muriel

8 Rue Jean Moulin - Rennes

Bus 4

06 07 79 92 17 - 02 99 59 70 92

English



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