

FACT SHEET 2023/2024

Updated 17 February 2023

Institution	Y SCHOOLS
Country	FRANCE
Address	217 avenue Pierre Brossolette CS 20710 10002 TROYES CEDEX FRANCE
Phone Web site	+ 33 325 71 22 22 www.yschools.fr or www.study-in-champagne.com YouTube: www.youtube.com/studyinchampagne or www.youtube.com/user/GroupeESCTroyes Twitter: @yschools_edu https://twitter.com/yschools_edu Instagram: yschools_edu www.instagram.com/yschools_edu/ Facebook: www.facebook.com/YSCHOOLS/
Erasmus Code	F TROYES07
Erasmus Charter code	FR01-KA103-001824
PIC number	943279993

INTERNATIONAL AFFAIRS

Director of International Office	Antoine GUILLEMET		
International Mobility Department			
Area Managers Incoming & Outgoing Mobility	Yasmine NOBRE	yasmine.nobre@yschools.fr	+ 33 325 71 22 17
	Spain, Mexico, North America		
	Sophie LORANDEAU	sophie.lorandeanu@yschools.fr	+ 33 325 71 22 03
	Benelux, Eastern Europe, UK, Ireland, South Africa, Mediterranean countries, Middle East, East Asia, Oceania		
	Dina ELRAFEY	dina.elrafey@yschools.fr	+33 325 71 10 28
	Tunisia, Germany, Finland, Hungary, Poland		
Help with OFII procedures	Sophie LORANDEAU	sophie.lorandeanu@yschools.fr	+ 33 325 71 22 03
Erasmus Coordinator	Ciska SEYSSEL	ciska.seyssel@yschools.fr	+ 33 325 71 22 88

ACADEMIC AFFAIRS

Academic Advisor Incoming students	Ciska SEYSSEL	ciska.seyssel@yschools.fr	+ 33 325 71 22 88
--	---------------	--	-------------------

ONLINE NOMINATIONS AND APPLICATIONS

ONLINE NOMINATIONS	Students must be nominated by Home Coordinators with the following link https://intranet.yschools.fr/international/
Application periods & deadlines	FALL SEMESTER: March 1 st until April 15 th SPRING SEMESTER: September 1 st until October 15 th
ONLINE APPLICATIONS	FALL SEMESTER: April 15 th until May 15 th + Course selection: from July 15 th to July 31 st (except for Double Degree students)
Application periods & deadlines	SPRING SEMESTER: October 15 th until November 15 th + Course selection: from January 1 st to 15 th (except for Double Degree students)
Link for application	Simple exchange students: https://intranet.yschools.fr/inscription_incomings/ Double Degree students: https://intranet.yschools.fr/inscription_incomings/?doubleDegree
Documents required (all students)	Compulsory documents to upload for acceptance: - Passport/ID (ready for uploading) please upload both sides - Completed Application Form (signed by student and coordinator, and stamped) - Double degree students: copies of previous diploma and transcripts of current year Extra documents (may be uploaded later and before arrival): - Transcripts of records - European Health card or private insurance - Arrival form (to be filled in before August 15 th for Fall /January 15 th for Spring) - Documents to bring for SECURITE SOCIALE (non-European students), and to apply for CAF housing benefit on arrival (see below who is eligible): - Birth certificate + mandatory official translation into French. Both documents must be issued with _____, and they will have to be issued no more than 2 months before applying to CAF. - Visa (on passport), please upload it on our platform as soon as you get it
Visa procedures (non-EU students)	IMPORTANT FOR ALL NON-EUROPEAN STUDENTS: - All Non-European students need a visa to come and study in France - BEFORE coming to France: compulsory application for a visa, either on Campus France website www.campusfrance.org/en (if your country is part of the Campus France/Etudes en France procedure) or directly at the nearest French Consulate (please check on Campus France website). For students who do not live in their home country, visa applications have to be submitted at the French consulate of the country of residence. - ONCE in France, and depending on the visa you received: - 311-3 6° also called VLS-TS (valid 3 months before extension): this type of visa is given to students who come for an academic year, and sometimes for a semester: compulsory procedures once in France to get an extension (with help of International Office): payment of official tax (60 7/18) and interview with OFII, French Immigration Bureau, in Troyes. With this type of visa, you may apply to CAF housing benefit and work in France (60% of legal working hours). - nse temporaire de carte de sé also called VLS-T: this type of visa is generally given to students who come and stay for one semester. There is no special procedure to go through once in France, but students are not entitled to apply for CAF housing benefit, and are not allowed to work.
CVEC (Contribution Vie Etudiante et de Campus)	CVEC (Contribution Vie Etudiante et de Campus): Compulsory 92 tax for all fee paying students. Exchange students are exempted https://cvec.etudiant.gouv.fr/

ACADEMIC CALENDAR

ARRIVAL DAYS	Fall semester: late August / early September Spring semester: late January A pick-up service from Troyes train station is offered only on arrival days ; students are taken to	
COMPULSORY Orientation days	Fall semester: first week of September Spring semester: first week of February	
Semester dates	Fall semester: first week of September Spring semester: first week of February	last week of January - <i>exact dates to be announced asap</i> last week of June - <i>exact dates to be announced asap</i>

Intensive French classes

Only for Fall semester and only for registered students: Placement test will be done by the French Center. Orientation days for all registered students and for BBA double-degree students.
Leved540.02 .04 TygB

Health insurance requirements	<p><u>Exchange students:</u></p> <ul style="list-style-type: none"> - EU students must bring the European Health Card (EHIC). They can also ask in their CPAM to be covered by the French social security. - Non-EU students must take out a private insurance policy before departure. Those holding a VLS TS visa will have access to Sécurité Sociale, free of charge. <p><u>Fee Paying students</u> EU and Non-EU students after applying to the CVEC will receive a NIR number (see information above) necessary to register to free French Health Insurance upon arrival on the following link: https://etudiant-etranger.ameli.fr/#. Students must bring a birth certificate <u>and</u></p> <p>We advise all students to come with a health insurance from their country, as application to Sécurité Sociale can take some time.</p>
Bank Account	A French bank account is compulsory to get the housing benefit. We will help you to open one during the orientation days.

COURSE INFORMATION

Course details	<p>Available on our Intranet: https://open.yschools.fr/</p> <p>New list of courses available in July / December of each year. Normal load is 30 ECTS credits per semester. In the ECTS (European Credit Transfer System) system of study points, a student gets 60 credits per year. Students can choose any of the courses offered at Y SCHOOLS. However, they have to fulfil the requirements of their sending institution.</p> <p><u>Please note that REGISTRATION for Intensive and Regular French classes is compulsory, see below.</u></p> <p>Online selection: <i>Fall semester: July 15th to 31st / Spring semester: January 1st to 15th</i></p> <p>Double Degree students do not have to select courses, as specialization is chosen when filling online application</p>						
Language courses	<p>Our Language Department offers French as a foreign language courses, intensive and regular. Students interested in French courses must register on our Application platform.</p> <p>Fall semester: Placement test early September Spring semester: Placement test early February</p> <p><i>Intensive French: Fall semester</i> <i>Regular French: both semesters</i> → Compulsory registration on the platform!</p> <p>Restricted numbers of students in language courses</p>						
Grading System at Y SCHOOLS	<table border="0"> <tr> <td>A: 18-20 / EXCELLENT</td> <td>D: 12-13,9 / SATISFACTORY</td> </tr> <tr> <td>B: 16-17,9 / VERY GOOD</td> <td>E: 10-11,9 / SUFFICIENT</td> </tr> <tr> <td>C: 14-15,9 / GOOD</td> <td>F: <10 / FAIL - FA : Absent</td> </tr> </table>	A: 18-20 / EXCELLENT	D: 12-13,9 / SATISFACTORY	B: 16-17,9 / VERY GOOD	E: 10-11,9 / SUFFICIENT	C: 14-15,9 / GOOD	F: <10 / FAIL - FA : Absent
A: 18-20 / EXCELLENT	D: 12-13,9 / SATISFACTORY						
B: 16-17,9 / VERY GOOD	E: 10-11,9 / SUFFICIENT						
C: 14-15,9 / GOOD	F: <10 / FAIL - FA : Absent						
Exams	<p>Exams are to be taken during or at the end of each semester (final exam, oral exam, report, paper have the possibility to resit exams once (compulsory registration)).</p> <p><u>Y SCHOOLS student card must be presented at the beginning of every exam.</u> Students arriving 5 minutes late to an exam will not be admitted.</p>						
TOEFL (English test) TFI (French test)	<table border="0"> <tr> <td><input type="checkbox"/> compulsory</td> <td>✓ not requested</td> </tr> <tr> <td><input type="checkbox"/> compulsory</td> <td>✓ not requested</td> </tr> </table> <p>However, we rely on our partner institutions to ensure that students coming to study at Y SCHOOLS have a sufficient level of French / English, to cope with an academic environment.</p> <p>For students taking part in our Double Degree Programs, a good command of French/ English is compulsory:</p> <ul style="list-style-type: none"> - PGE Program: French and English - BBA: French or English - MBA Tourism: English only for the MBA during the Spring semester 	<input type="checkbox"/> compulsory	✓ not requested	<input type="checkbox"/> compulsory	✓ not requested		
<input type="checkbox"/> compulsory	✓ not requested						
<input type="checkbox"/> compulsory	✓ not requested						

FURTHER INFORMATION

Number of students	1 800
Inhabitants in Troyes	130 000 (including suburbs)
Staff	65 administrative staff 35 permanent teachers 350 professional teachers
International Mobility (approx)	250 incoming students per year 250 outgoing students per year 300 students on work placement abroad 200 partner universities
International welcome days	<ol style="list-style-type: none"> 1- Organized by International Affairs 2- Arrival days and pick up service by ESN 3 at Troyes station 3- Diverse courses offered from several programs (taught in French or in English) 4- Focus on practical education within an academic environment: <ul style="list-style-type: none"> - PGE General Management Program - BBA International Business Program - BTM/MBA, Event Management/ Luxury Tourism Management Program - Arts and Design Program (for Design students only)
School Facilities	<ul style="list-style-type: none"> - Wireless System Network (WIFI) - Library - Language Lab - Restaurant and Cafeteria - Computer rooms - Fitness Center - Student unions (BDE, ESN) - 3 Campuses in Troyes <ul style="list-style-type: none"> - Campus Brossolette - Campus St Martin - Technopole (incubator) - 1 Campus in Metz - 1 Campus in Chaumont - 1 Campus in Charleville Mézières - 1 Campus in Yaoundé (Cameroon)
Useful links	Troyes Tourist Office: http://en.tourisme-troyes.com/ TCAT (Troyes bus transport): http://www.tcat.fr/ French railways (SNCF): http://www.voyages-sncf.com/billet-train/horaires RATP (Paris transport): https://www.ratp.fr/en/visite-paris/english/visiting-paris-and-its-surrounding-areas