

# Partner Fact Sheet

Dean: Mr. Olivier APTEL, Ph.D

Erasmus Code: FPARIS 256

Code OID: E10156126



<b>Paris School of Business address</b>	<b>Campus Le Delta</b> <b>16 rue Claude Bernard</b> 75005 Paris France
<b>Direction of International Relations</b>	<b>Simon CHARRIER</b> <b>Director - International Relations</b> Tel: +33 (0)1 53 36 44 49 E-mail: <a href="mailto:s.charrier@psbedu.paris">s.charrier@psbedu.paris</a>
<b>Main contacts for outgoing and incoming students</b>	<b>INCOMING team: <a href="mailto:incoming@psbedu.paris">incoming@psbedu.paris</a></b> For all incoming-related matters, please use this email address exclusively.
	<ul style="list-style-type: none"><li>• <b>Mariela AOUN</b> <b>International Relations Coordinator</b> Incoming (Exchange and Study Abroad)</li><li>• <b>Sarah MABEAU</b> <b>International Relations Coordinator</b> Incoming (Exchange and Study Abroad)</li></ul>
	<b>OUTGOING team: <a href="mailto:international@psbedu.paris">international@psbedu.paris</a></b> For all outgoing-related matters, please use this email address exclusively.
	<ul style="list-style-type: none"><li>• <b>Camille LE MASSON</b> <b>International Relations Coordinator</b> Outgoing (Exchange &amp; Study Abroad - Europe)</li><li>• <b>Flora MATOUK</b> <b>International Relations Coordinator</b> Outgoing (Exchange &amp; Study Abroad - Outside Europe)</li></ul>
<b>Relevant links</b>	<b>General information for Exchange/Study Abroad students:</b> <a href="https://www.psbedu.paris/en/programs/exchange-program">https://www.psbedu.paris/en/programs/exchange-program</a>  <b>General information for our Short Programs:</b> <a href="https://www.psbedu.paris/en/programs/short-programs">https://www.psbedu.paris/en/programs/short-programs</a>  <b>Paris School of Business website:</b> <a href="https://www.psbedu.paris/en/">https://www.psbedu.paris/en/</a>



Dates for academic year 2026/2027 (Global Immersion Program)	
Fall semester:	Spring semester:
Orientation Day: 17/09/2026 Dates: 21/09/2026 to 19/12/2026	Orientation Day: 21/01/2027 Dates: 25/01/2027 to 23/04/2027

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

Application and nomination deadlines	
Nomination (partners)	Application (students)
Full Academic Year and Fall Semester: <b>15<sup>th</sup> May 2026</b> Spring Semester: <b>15<sup>th</sup> October 2026</b>	Full Academic Year and Fall Semester: <b>31<sup>st</sup> May 2026</b> Spring Semester: <b>31<sup>st</sup> October 2026</b>

## Application procedure

Exchange students must first be nominated before the above-mentioned deadlines by the home university.

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

You may find our nomination forms by clicking on the button below:

Nominate your student(s) for Fall 2026 by clicking here

Nominate your student(s) for Spring 2027 by clicking here

## Language requirements

Students not enrolled in a *program fully taught in English* or not from an *English-speaking country* must provide proof of language proficiency:

- ◆ IELTS 5.5
- ◆ TOEFL iBT 4\*
- ◆ Cambridge 170
- ◆ Duolingo 100

**We also accept letter from the students' home university attesting their language proficiency (B2).**

\* 72/120 for TOEFL tests taken before 31<sup>st</sup> January 2026

French as a Foreign Language (Beginner) course is available to exchange students as a course only in the Global Immersion Program.

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

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



## Academic requirements

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

Required documents for application:

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

## Transcripts

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

## Courses and ECTS

The course selection process begins approximately two months before the beginning of the semester.

Make sure the student is aware of the courses they are allowed to take at PSB by consulting our course catalogues below:

- ◆ [Fall 2026 English Course Catalogue](#)
- ◆ [Fall 2026 French Course Catalogue](#)

Students may take up to 30 ECTS per semester, corresponding to:

- **Global Immersion Program:** 1 to 5 courses (6 ECTS per course)
- **Master in Management Program:** number of courses varies by track

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

The second week of lecture is the “add & drop period” during which any changes must be reported and approved by the Academic Department at PSB. After that, courses cannot be changed or removed and will later appear on the transcript.

## Grading Scale

Grades are awarded on a scale of 0 (lowest grade) to 20 (highest grade). The passing grade for an individual subject is 10/20.

ECTS Level	Suggested US grade	Suggested GPA	PSB Numerical Grade	Description
A	A/A+	4.0	<b>15 – 20</b>	EXCELLENT – outstanding results with minor errors
B	A-	3.7	<b>14 – 14.99</b>	VERY GOOD – Above-average performance with some errors
C	B+	3.3	<b>12 – 13.99</b>	GOOD – Generally sound work with notable strengths
D	B	3.0	<b>11 – 11.99</b>	SATISFACTORY – Acceptable performance despite significant gaps
E	C	2.0	<b>10 – 10.99</b>	PASS – Performance meets minimum requirements
Fx	C- / D+ / D / D-	1.0 – 1.7	<b>6 – 9.99</b>	FAIL – Additional work required to achieve a pass
F	F	0.0	<b>&lt;6</b>	FAIL – Considerable further work required



## Visa process

All non-EU students coming to Paris School of Business for an exchange program must have a student visa. To know more about the procedure depending on their situation, students can check the website hereafter: [Visa wizard - France-Visas](#)

Otherwise, here is a general step-by-step process:

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

## Insurance requirements for incoming exchange students

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

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

## Accommodation

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

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

## Approximate cost of living per month

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