# INTERNATIONAL COOPERATION FACT SHEET

## General Information
**MONTPELLIER BUSINESS SCHOOL**

**Address**
2300, Avenue des Moulins  
34185 Montpellier Cedex 4, France  
Phone: +33 4 67 10 25 33  
[www.montpellier-bs.com](http://www.montpellier-bs.com)  
M. Bruno DUCASSE - Director

## Course Offer
- Bachelor of International Business Administration (BIBA)
- Master in Management (AMBA accredited)
- Executive MBA (AMBA accredited)
- **Summer School**

## International Academic Partnerships Department
**Director of the International Academic Partnerships Department**
Mr Xavier RAJOT  
E-mail: x.rajot@montpellier-bs.com

**Executive Assistant**
Ms Anna BERNILLON  
Phone: +33 4 67 10 28 54  
E-mail: Assistant-IRO@montpellier-bs.com

## International Engagement Office
**Director of the International Engagement Office**
Ms Carole SANTOS MAGLIOZZI  
Phone: +33 4 67 10 25 17  
E-mail: c.santos@montpellier-bs.com

**Institutional Erasmus Coordinator**
Ms Mary O’SHEA-MULLER  
Phone: +33 4 67 10 28 30  
E-mail: assistant-ipo@montpellier-bs.com

**Administration Officer**
Ms Mariana CANO-COMEPELLI  
Phone: +33 4 67 10 28 07  
E-mail: course.coordinator@montpellier-bs.com

**Educational Advisor – Student Mobility**
Ms Lina ROSALES PARRA  
Phone: +33 4 67 10 25 12  
E-mail: upc@montpellier-bs.com

## Incoming Students Coordinator
**Head of Incoming Mobility**
Ms Zorie THERON  
Phone: +33 4 67 10 28 42  
E-mail: incoming1@montpellier-bs.com

**Incoming student exchange Coordinator**
Ms Nassira HOUACINE  
Phone: +33 4 67 10 26 43  
E-mail: incoming@montpellier-bs.com

## Outgoing Students Coordinators
**Head of Outgoing Mobility**
Ms Brigitte GUEGUEN  
Phone: +33 4 67 10 26 40  
E-mail: outgoing3@montpellier-bs.com

**Coordinator for Great Britain, Ireland**
Ms Audrey MAHMOUDI  
Phone: +33 4 67 10 25 84  
E-mail: outgoing2@montpellier-bs.com

Argentina, Brazil, Bulgaria, Chili, Colombia, Croatia, Czech Republic, Denmark, Estonia, Dominican Republic, Finland, Greece, Hungary, Italy, Latvia, Morocco, Mexico, Norway, Peru, Poland, Portugal, Spain, Sweden, Russia, Slovenia, Turkey, United Arab Emirates.

Australia, Austria, Belgium, Canada, China, Germany, India, Japan, New Zealand, Netherlands, South Korea, USA.

**Ms Marie-Laurence SETBON**  
Phone: +33 4 67 10 60 02  
E-mail: outgoing4@montpellier-bs.com

April 2022
**Application Process**

**Nomination deadlines**
- Semester 1: 30th April
- Semester 2: 30th April

**Application deadlines**
- Semester 1: 15th May
- Semester 2: 15th September

**After official nomination, students will receive a link to apply online**

Students will be asked to provide the following documents with their application:

For the Bachelor program (BIBA) & M1 year:
- Copy of valid passport or ID card
- Transcripts of records (current year and previous year) translated into French (or into English)
- Curriculum Vitae in French or in English
- Certificate of full-time studies from the home university
- Language certificate for B2 in English and/or French
- IELTS 6 or TOEFL IBT 80/120 or TOEIC 700

For the Double Degree in BIBA (Year3):

For the M2 year of the Master program

Same documents as above plus:
- Copy of undergraduate degree
- TOEFL IBT of 80 minimum or IELTS 6
- Or proof of having spent at least a year in an English-speaking country within the 5 last years
- Or proof of having spent at least 6 months in an English-speaking academic institution in the previous 2 years.

**Language of instruction**
French OR English (M1 1st semester only)

English (BIBA, M1, M2).

**Language courses**
As part of the exchange Programme, all students will take the course “French as Foreign Language”

<table>
<thead>
<tr>
<th>Academic Calendar 2022-23</th>
<th>BIBA</th>
<th>Master In Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester 2022/2023</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welcome Session</td>
<td>12/09/2022 – 16/09/2022</td>
<td>05/09/2022 – 09/09/2022</td>
</tr>
<tr>
<td>Lecture period</td>
<td>19/09/2022 – 09/12/2022</td>
<td>12/09/2022 – 16/12/2022</td>
</tr>
<tr>
<td>Examination period</td>
<td>12/12/2022 – 16/12/2022</td>
<td>12/12/2022 – 16/12/2022</td>
</tr>
<tr>
<td>Holidays</td>
<td>19/12/2022 – 06/01/2023</td>
<td>26/12/2022 – 01/01/2023</td>
</tr>
<tr>
<td></td>
<td></td>
<td>19/12/2022 – 06/01/2023</td>
</tr>
<tr>
<td>Spring Semester 2023</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welcome Session</td>
<td>03/01/2023 – 06/01/2023</td>
<td>03/01/2023 – 06/01/2023</td>
</tr>
<tr>
<td>Lecture period</td>
<td>09/01/2023 – 24/03/2023</td>
<td>03/01/2023 – 24/03/2023</td>
</tr>
<tr>
<td>Examination period</td>
<td>24/04/2023 – 28/04/2023</td>
<td>27/03/2023 – 31/03/2023</td>
</tr>
<tr>
<td>Resit Exams 1st Semester</td>
<td>13/02/2023 – 17/02/2023</td>
<td>13/02/2023 – 17/02/2023</td>
</tr>
<tr>
<td>Resit Exams 2nd Semester</td>
<td>05/06/2023 – 09/06/2023</td>
<td>15/05/2023 – 19/05/2023</td>
</tr>
<tr>
<td></td>
<td></td>
<td>12/06/2023 – 16/06/2023</td>
</tr>
</tbody>
</table>

**Practical Information**

**http://housing.montpellier-bs.com/**

**Expenses (approximate budget per month)**
- Rent* (including overheads) 400 €
- Meals 250 €
- Transport 50 €
- Montpellier Business School supplies 20 €
- Culture 50 €
- Leisure 50 €
- Other 50 €

*minimum

**TOTAL** 870 €

**Health insurance requirements**
- European Health Card for EU citizens
- Non-EU citizens must register to the French social security upon arrival