

Information for International Exchange Students

Dear International Student,

Thank you for choosing the ESC Clermont BS as your exchange destination. The International Team, administrative staff and faculty look forward to welcoming you to our school in January. Please find the information about the starting dates, and application procedure below. We will keep you informed of the online orientation meeting which will take place in December and of any updates or important information related to the sanitary crisis, as necessary.

| SEMESTER I | | | |
|---|--|--|--|
| PROGRAMME | | START DATE | END DATE |
| UNDERGRADUATE PROGRAM | <ul style="list-style-type: none"> • 3rd-Year undergraduate/ Bachelor Level | <ul style="list-style-type: none"> • 19/01/2022 (to be confirmed) | <ul style="list-style-type: none"> • 06/05/2022 |
| GRADUATE PROGRAM | <ul style="list-style-type: none"> • 4th-Year Undergraduate/ Master I Level • MSc | <ul style="list-style-type: none"> • 03/01/2022 • 03/01/2022 | <ul style="list-style-type: none"> • 13/05/2022 • 20/05/2022 |
| ORIENTATION SESSIONS (ATTEND 1 SESSION ONLY) – dates to be confirmed – We will organize an online session in early December and meetings at the start of term. | | | |

The link to the application form for International Exchange Students is as follows:

<https://www.esc-clermont.fr/en/join-esc-clermont-business-school/>

The deadline for submitting your documents is the [31st of October 2021](#)

IMPORTANT: [No application will be accepted without an official nomination from a partner institution.](#)

We are sending you the following documents with this information package:

- **ESC Factsheet**
- **International Student Handbooks**, English and French versions
- **Course offerings** Excel File (you can apply filters according to level of studies, type of course, semester availability, and language of teaching)
- **Learning agreement** (to be completed with the courses you intend to follow). To complete this document, please contact your ESC Clermont BS faculty advisor. This document should be signed by your home institution and your faculty advisor (details in the International Student Handbook) and the final validated version returned to lisa.fiacre@esc-clermont.fr before the [15th November 2021](#).
- **Academic Calendar**

Step-by-Step Application Procedure (full details in the International Student guide):

| Steps for the applicant | Link | Deadline | International Office Follow-Up |
|--|---|--|--|
| Complete the online application form and submit documents | https://www.esc-clermont.fr/en/application-form-exchange-student/ | 31 st October | <ul style="list-style-type: none"> Your application will be processed, and supporting documents checked Fee-paying students will receive a pre-admission letter with a request to pay the fee-deposit to receive the final admission letter Non-fee-paying exchange students will receive the final admission letter. |
| Start your visa application (non-Europeans) | https://www.campusfrance.org/fr go to the Campus France webpage for your home country & register | As soon as you receive the final admission letter | — |
| Contact your Faculty Advisor at ESC Clermont and complete your learning agreement with your course choices | The complete list of Faculty advisors is available in the International Student guide | As soon as you receive your final admission letter | — |
| Submit your validated learning agreement to the international office | Signed and stamped by the person in charge of your studies in your home institution and by your faculty advisor in Clermont. | 15 th November | <ul style="list-style-type: none"> Course Registration |
| Degree-Seeking Students only: Complete the official registration formalities | A link will be sent to you by the administrative services | This deadline provided by the administrative service | <ul style="list-style-type: none"> Once this procedure has been finalized and documents approved by the administrative Services, your student ID & account will be created. |

Campus closing dates:

Please note that the facilities of ESC Clermont BS will be completely closed during the following period: Thursday 23/12/2021 (evening) – Monday 03/01/22 (morning). No staff will be available (on and off campus) during this time.

How to contact other international students:

- International Student Facebook Group: <https://www.facebook.com/groups/1021269004622307/>
- International Students Community on Instagram: ISC ESC Clermont

The ESC Clermont BS International Office staff look forward to receiving your application and welcoming you to the School.

Sincere regards,



Lisa FIACRE

Head, International Exchange Students

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