

2024/2025

International students online meeting

PREPARE YOUR ARRIVAL AT IMT-BS



MAIN TOPICS TODAY

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Arrival to Évry
Intake week
September 2nd

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IT Tools and @ccount

Of course, you'll get time to ask questions at the end of the presentation!

International team contacts



Anne BATAILLÉ

Head of Mobility and ERASMUS
Development Unit



Yann RENVOISÉ

International Student Mobility
Officer



Clémentine LEBRET

International Student Reception
and Administrative Services Officer



Félix FRANCOIS

International Student Mobility
Student residence officer



Clément BERTHOMMIER

Admission Officer



CONTACT DETAILS

INTERNATIONAL RELATIONS AND DEVELOPMENT
DEPARTMENT :

Office number : A07

incoming-exchange@imt-bs.eu

INTERNATIONAL STUDENTS AFFAIRS OFFICE :

Office number : DIR 011/G11

international.registrations@imt-bs.eu

Administrative procedures

VISA

Visas are compulsory for all non-EU students staying in France for more than 90 days, even if they are already studying in the EU.

OFII Validation when you arrive

NB : You should check with the French embassy or campus France in your country to find out about entry and residence requirements. We cannot give you details of the exact procedure, as it depends on the country you are in.

PERSONAL LIABILITY AND HOUSING INSURANCE

You have to be covered by a personal liability insurance for the duration of your stay in France, valid for curricular activities on campus.

To the same extent, the housing insurance is also mandatory.

Administrative procedures

BANK ACCOUNT

IMT-BS can lead you towards bank partners present on campus during September

For non-EU students, it is mandatory to have one (or an EU one) to register to **National Health Insurance** and get back apartment deposit when you leave.

EU students can keep their own bank account

HEALTH INSURANCE

Health insurance is mandatory to be covered by "sécurité sociale" (CPAM) which is the free national health insurance in France.

Non European students have to subscribe to an international health insurance* before coming to France (or at least during their first month in France)

European students have to request EHIC before leaving their country

**A bank account is mandatory to be able to apply to Social Security*

MANDATORY DOCUMENTS

BIRTH CERTIFICATE

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Non-EU, you must bring a copy of your original birth certificate as it will be needed by French administrations.

The document needs to be translated in French by an official translator.

NB : *If you choose to translate it in your home country, you need to know that only translations of translators located in French consulates or embassies are accepted.*

MANDATORY DOCUMENTS



LEARNING AGREEMENT

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In order to be able to start your semester at IMT-BS, your course selection must have been validated by both your institution and our school

Your learning agreement must be signed in the following order :

1.You 2.Your institution 3.Us.

You must provide us with the document before your arrival.

NB : *You have up until a month after your arrival to change your course selection*



MANDATORY DOCUMENTS

ARRIVAL / ATTENDANCE CERTIFICATE

If your home institution needs us to fill in an arrival certificate or an attendance certificate we kindly ask you to ask for the documents before your arrival.

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USEFUL LINKS



MAISEL Arrivals

Every information about the **mandatory documents** to access your accommodation at your arrival is listed at the following link.

<https://maisel.imtbs-tsp.eu/en/join-of-the-maisel-membership/>

The informations concerning the opening hours of MAISEL and your arrival, you may find them at : <https://maisel.imtbs-tsp.eu/en/intake-2024-information/>

MANDATORY DOCUMENTS :

- GARANT CERTIFICATE signed + GARANT ID printed
- HOUSING INSURANCE certificate
- PERSONAL BANK DETAILS sheet

We strongly encourage you to **send us your flight details**, whether you made an accommodation request at MAISEL or not, and your arrival dates (on campus and in Paris).

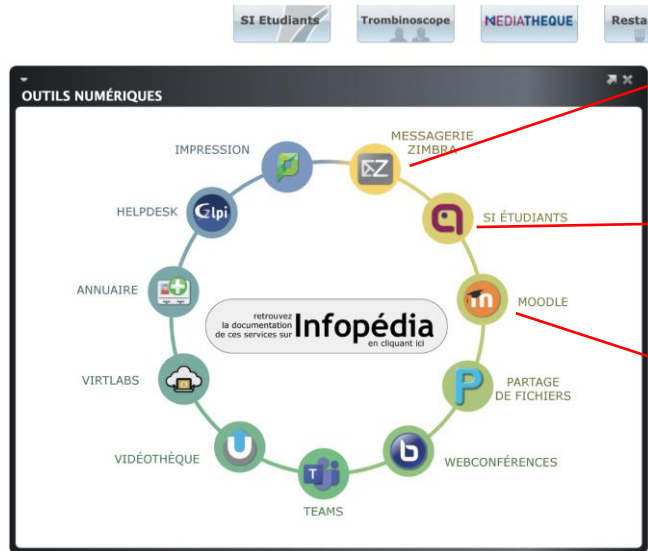
IT Tools and @ccount

eCampus + Zimbra access



Can be accessed through the following link, **after having initialized your @ccount** :

<https://cas6.imtbs-tsp.eu/cas/login?service=https://ecampus.imtbs-tsp.eu/uPortal/Login>



Zimbra (academic email)

SI Étudiant (schedule/grades)

Moodle (courses/homework)
<https://moodle.ip-paris.fr/my/courses.php>

IT Tools and @ccount

SI Étudiant

Schedule

Personal details
(to complete)

Grades

The screenshot displays the SI Étudiant web application interface. On the left is a dark teal sidebar menu with a hamburger icon at the top. The menu items are: 'Mon agenda' (highlighted in light purple), 'Ma fiche' (person icon), 'Mon espace' (graduation cap icon), 'Annuaire' (group of people icon), 'Catalogue TSP (affichage)' (book icon), 'Catalogue IMT-BS (affichage)' (book icon), 'Catalogue LSH (affichage)' (book icon), and 'Preferences' (gear icon). Red arrows point from the labels 'Schedule', 'Personal details (to complete)', and 'Grades' to the 'Mon agenda', 'Ma fiche', and 'Catalogue TSP' items respectively. The main content area has a teal header with the Institut Mines-Télécom Business School logo, the text 'My space : Formation Grandes Ecoles', and links for 'Reports | Shares | Preferences'. Below the header, the page is titled 'Mon agenda'. A sub-header shows 'Calendar : My Calendar' with an 'Add' button, 'Date(s) : 10/14/2024', and options for 'Visualization : Full week' and 'Time counter : 19H30mn'. A 'Filter' button and a 'Refresh' button are also present. The main calendar grid shows the week of October 14th to 20th, 2024. The grid has columns for each day and rows for hourly slots from 07:00am to 7:00pm. Courses are displayed as colored blocks: green for 'Cours Intégré' and light blue for 'Cours Magistral'. The courses shown are: 'Cours Intégré Gr 1 - Accounting for growth' (Monday 14th, 10:00am-12:00pm), 'Cours Intégré - Financial decisions' (Wednesday 16th, 10:00am-12:00pm), 'Cours Magistral Gr 1 - Management of Innovation and Technologies' (Thursday 17th, 10:00am-12:00pm), 'Cours Intégré Gr 1 - Introduction to AI' (Monday 14th, 2:00pm-4:00pm), 'Cours Magistral Gr 1 - Management of Innovation and Technologies' (Tuesday 15th, 2:00pm-4:00pm), and 'Cours Intégré - Internship / Research Methodology' (Friday 18th, 2:00pm-4:00pm).

A STEP CLOSER TO IMT-BS

Train informations according to your Arriving Airport

Paris Orly Airport

Metro 14 – Direction **Saint Denis–Pleyel** - STOP : **Châtelet**

Second train from **Châtelet** – RER D direction **Corbeil-Essonnes via Evry-Courcouronnes** – STOP :

Gare Bras de Fer – Génopole

Charles de Gaulle Airport

First Train – RER B (direction **Orsay-Ville OR Robinson**) – STOP : **Gare du NORD**

Second train from Gare du Nord – RER D direction Corbeil-Essonnes via Evry-Courcouronnes – STOP : **Gare Bras de**

Fer – Génopole

Back-to-school Date at IMT-BS : September, 2nd 2024

Main events In September

Many stands with different clubs and associations

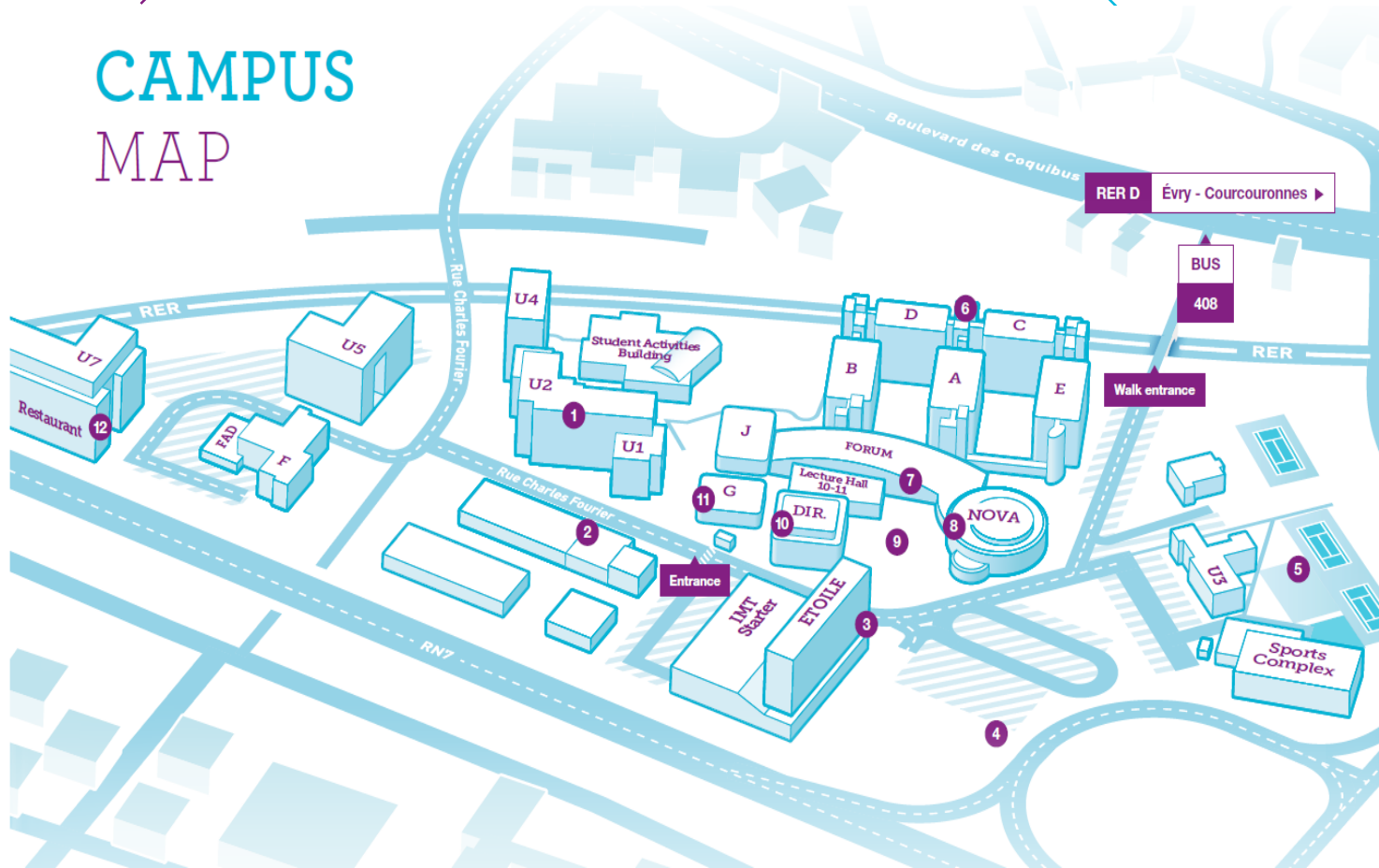
Many barbecue during your first week organized by the clubs/associations

Outing to Château de Versailles (on registration)

Intake week planning

	Monday 2nd	Tuesday 3rd	Wednesday 4th	Thursday 5th	Friday 6th
9am-10am	Attendance/emargement + BYOD (bring laptops)	French integration course	Administrative check	French course	VSS + French course
10am-11am			French course		
11am-12.15pm	Welcoming Lecture Hall	Ecological Awakening Lecture		AI Introduction Lecture	
1.30pm-3pm		French course	French course	French course	French course
3pm-4pm	Exchange programs presentation				
4pm-5.15pm	International Session		Free time / Sports clubs	Welcom' Association	
5pm-7pm	Free time / All associations	Free time / Art clubs		Free time / All associations	
8pm-12am	BBQ / Activities	BBQ / Activities	BBQ / Activities	Party	

CAMPUS MAP



- STUDENT RESIDENCE
- RESTAURANT
- CAFÉTÉRIA
- STUDENT ASSOCIATION COMPLEX
- SPORTS COMPLEX
- MEDIA AREA
- INCUBATOR

Time to ask!



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