



**BREST  
BUSINESS  
SCHOOL**





**BREST  
BUSINESS  
SCHOOL**



# WELCOME ABOARD !

I am very pleased to welcome you to **Brest Business School** (Ecole Supérieure de Commerce de Brest). Founded in 1962, **Brest Business School** is a fully accredited institution by the French Ministry of Higher Education and Research. **Brest Business School** provides management education to some 800 students and has a long-standing tradition of cooperation with European and international institutions.



**Brest Business School** is a member of the French Conférence des Grandes Ecoles (CGE) and also belongs to many international associations or programs such as : the **ERASMUS +** EU program, **AACSB** international (Association to Advance Collegiate Schools of Business), **CLADEA** (Consejo Latino Americano de Escuelas de Administracion), **EAIE** (European Association for International Education), etc.

Being open to the world is one of the fundamental values of **Brest Business School** and we are very proud to welcome international students from all over the world to our school and its two campuses in **Brest** and **Vannes** ! You will find below some useful information in this « **International student's handbook** » that I do recommend that you read carefully to make your stay with us a very pleasant one ! I wish you every success in your studies and am looking forward to meeting you in person in Brest or Vannes very soon !

## Welcome to Brest Business School, welcome aboard !

Luc PONTET, Director



BREST BUSINESS SCHOOL

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## **BREST BUSINESS SCHOOL**

2, avenue de Provence  
29200 BREST  
Tél. 02 29 00 62 37



# BREST BUSINESS SCHOOL AT A GLANCE

## 1. Brest Business School mission statement

As a **school of management** we serve the economic development of our region and territories by preparing **multicultural leaders with a strong entrepreneurial spirit**, able to face the complex global challenges of the planet and to create economic and social value. We create business knowledge through our faculty's applied research and consulting, and disseminate it through innovative teaching methods and programs.



2. **Brest Business School** is proud of being a truly international School of management with more than 50 international partner schools and universities worldwide.

## 3. Life in Brest

Located in a sheltered position near the Western tip of the **Breton peninsula** (North-West France), Brest enjoys an exceptional setting and a mild marine climate.

- Our city is well connected to France and the world through its international **Brest Bretagne airport**, an excellent highway access to Paris and Nantes, a **high-speed train** (TGV) service and easy links to the United Kingdom and the rest of Europe.
- Brest is one of the **leading regions in Europe** in the food and drink sector, naval activities, fishing, music production, tourism, publishing and logistics.

## 4. « In Brest, study whatever tickles your fancy !

Thanks to its multidisciplinary university, its **8 grandes écoles** (engineering and business schools) and its numerous **post-secondary training programs**, Brest offers a wide range of higher education choices that can lead to top-end job opportunities in fields such as marine science and technology, health care, electronics and digital technology, for which Brest has earned national and international renown.

With but few exceptions, in Brest you can study whatever tickles your fancy. »  
text from [www.brest-life.fr/en/living-in-brest](http://www.brest-life.fr/en/living-in-brest)



Please click on the link above to discover Brest.

## 5. School facilities

All students, including international students, will be given a personal **e-mail address** upon arrival which they may use during their period of study at **Brest Business School**. Besides, the school has the following facilities :

- 3 amphitheatres with 100 seats, 200 seats and 300 seats equipped with video projection and Visio-conferencing system.
- Language and multimedia laboratory
- 1 restaurant



## 6. Library

Library collection :

- 7000 books or electronic books
- more than 1000 printed and online magazines
- 18000 full text books and articles are available on the electronic databases Business Source Complete from EBSCO and on a digital library called Scholarvox from Cyberlibris

- ◇ **Opening hours** : 8:30 am to 6:30 pm from Monday to Friday
- ◇ **Contact** : [ld\\_infotheque@brest-bs.com](mailto:ld_infotheque@brest-bs.com)

The school is located in a modern and spacious building with a total surface area of 9 300m<sup>2</sup>. There are over 300 parking spots, and the school is 5 km from the city centre and 2 km from the nearest shopping centre.



# BBS ACADEMIC CALENDAR

2016 - 2017

## ➔ Undergraduate programs

### ◆ Bachelor in International Management (BIM)

	AUTUMN SEMESTER	SPRING SEMESTER
• Start of classes	September 12, 2016	BIM1 and 3 : January 16, 2017 BIM2 : January 3, 2017
• End of classes	BIM1 : January 13, 2017 BIM2 and 3 : December 16, 2016	BIM1 : April 28, 2017 BIM2 : April 7, 2017 BIM3 : May 19, 2017
• Finals exams	Exams included	Exams included

## ➔ Graduate programs

### ◆ Master in Management (MIM)

	AUTUMN SEMESTER	SPRING SEMESTER
• Start of classes	September 12, 2016	MIM1 and 2 : January 23, 2017 MIM3 : January 9, 2017
• End of classes	December 16, 2016	June 2, 2017
• Finals exams	Exams included	Exams included

### ◆ Master of Science in International Business (MscIB)

	AUTUMN SEMESTER	SPRING SEMESTER
• Start of classes	September 14, 2016	January 9, 2017
• End of classes	December 16, 2016	June 15, 2017
• Finals exams	Exams included	Exams included

**International students (non-exchange)** come from all corners of the world making **Brest Business School** an international melting pot. Schools of Business, also called “**Grandes Écoles**”, are uniquely French institutions. Set up in the early nineteenth century in parallel with the university system, they are extremely selective and provide education to the very highest standards. About two-thirds of the Managing Directors and Chief Executives of the top one hundred French companies are “**Grandes Écoles**” graduates !

The objective of any training course is to acquire both technical and behavioural knowledge in order to succeed in a professional project. To achieve this objective, our School places **employability** and **innovation** at the heart of its educational approach. Each course program is designed to meet the anticipated market expectations and corporate needs. Companies are deeply involved in our school life through various commissions and steering committees. They take an active part in the design of courses and validate their suitability to market needs and corporate expectations.

Our dedicated **Business Center** along with our **Corporate Relations Department** provide special services to our Bachelor’s and Master’s students: personal consultations and guidance to help them enter the business world successfully upon or shortly after graduation. Join us by applying to any of the following degree programs :

- **Bachelor in International Management (BIM)** – English-taught program
- **Bachelor E-Business and Marketing (BEBM)** – French-taught program (Vannes campus)
- **Master of Science in International Business (MIB)** – English-taught program
- **Master in Management (MIM)** – English-taught **and** French-taught program
- **Specialized Master’s in Management Control/ Logistics supply chain/Finance** – French-taught program

**Mickaël COLIN**  
International Recruiting Officer

Tel. +33 (0)2 29 00 62 37  
Mobile. +33 (0)6 81 47 69 23  
E-mail : [mickael.colin@brest-bs.com](mailto:mickael.colin@brest-bs.com)

Contact our **International Students Association (ISA)** for any assistance that you may need.

Tel. +33 (0)6 21 69 20 95





# ONLINE ENROLMENT PROCEDURE

## FOR INTERNATIONAL NON-EXCHANGE DEGREE SEEKING STUDENTS

**CONNECT**  
Enter a user name and a password. If you do not have an account, click here to register.

**Account information**

Email/Login  
Password  
Forgotten Password ?

Connect

Brest Business School - 2 Avenue de Provence 29200 Brest

### STEP 1

All international degree-seeking students **MUST** enrol online. Please connect to using the login and password you have been given by our IT department :

<http://student.brest-bs.com>

Please follow the screens of our application by clicking on **“Connect”** and **“Submit”** whenever necessary.

**Contact information**

Title  
Miss

Name  
First name  
Personal email  
Mobile phone  
Date of birth (dd / mm / yyyy)  
Town of birth  
Department of birth  
Foreign  
Country of birth

Brest Business School - 2 Avenue de Provence 29200 Brest

### STEP 2

Please provide your **profile details** by filling in the screens.

**Profile**

WELCOME

My situation	My personal space
Program Year of entry into the program Age Code Username	Account

Brest Business School - 2 Avenue de Provence 29200 Brest

### STEP 3

Your enrolment at **Brest Business School** is now complete.  
**Congratulations !**

### STEP 4 : PLEASE NOTE...

Whilst your online enrolment has been successfully completed, you may still contact our International Recruitment Officer Mr Mickaël Colin @ [mickael.colin@brest-bs.com](mailto:mickael.colin@brest-bs.com)

Tel. +33 (0)2 29 00 62 37

Mobile. +33 (0)6 81 47 69 23

# ARRIVAL IN FRANCE

## VISAS AND RESIDENCE PERMITS

Before starting your journey to France, please visit the French embassy and **CAMPUS FRANCE** websites of your country of origin, for any information you should know about travelling to France.

More informations visit :

<http://www.campusfrance.org/en/page/one-several-ways-%E2%80%A6>

<http://www.campusfrance.org/en/page/extended-stay-student-visa-residency-permit-vls-ts>

### 1. European Union Citizens

Do **not** require a visa to enter France. **A valid ID card or passport is sufficient.**

### 2. Non-European Union citizens visa procedure

For a study period of over three months in France, **non-EU students from the list of countries below have to apply for a visa :**

Algeria	Cameroun	Guinea	Lebanon	Morocco	Taiwan
Argentina	Chile	India	Madagascar	Peru	Tunisia
Benin	China	Ivory Coast	Mali	Russia	Turkey
Brazil	Colombia	Japan	Mauritius	Senegal	USA
Burkina-Faso	Congo-Brazzaville	Korea	Mexico	Syria	Vietnam

**Students must** register through the **CAMPUS FRANCE** office in their country of origin to apply for a visa.

If you are from one of the countries listed above, it is mandatory to register online on [www.campusfrance.org](http://www.campusfrance.org) in order to begin the visa procedure. You are required to pay for this registration.

On the website, you will be required to create your own personal file and then tick **Brest Business School** as your chosen school. Then, you will have a mandatory appointment with **CAMPUS FRANCE** who will review your application. If your application is accepted, you will then be able to proceed to apply for the visa at the **French Consulate**.

Please visit the **CAMPUS FRANCE** website in order to find out more about this process ([www.campusfrance.org](http://www.campusfrance.org)).

### 3. Students from other non-European countries

Must apply for the visa directly with the **French Consulate in their country of origin.**



## 4. Visas

### Visas delivered by French consulates

Non-European students need to apply for a long-stay visa (VLS) through the French Consulate in their home country. They **must** not apply for a tourist visa. There are different types of visas which may be granted to Non-European students:

**Visa D – Temporarily exempted of a residence permit (Not required to apply for a residence permit)**

Students with this visa are not required to apply for an additional resident permit in France. However, if they want to extend their study in France, it is not possible to renew it whilst in France, they must leave France and request another visa. Furthermore this visa does not allow you to work and to benefit from benefits package.

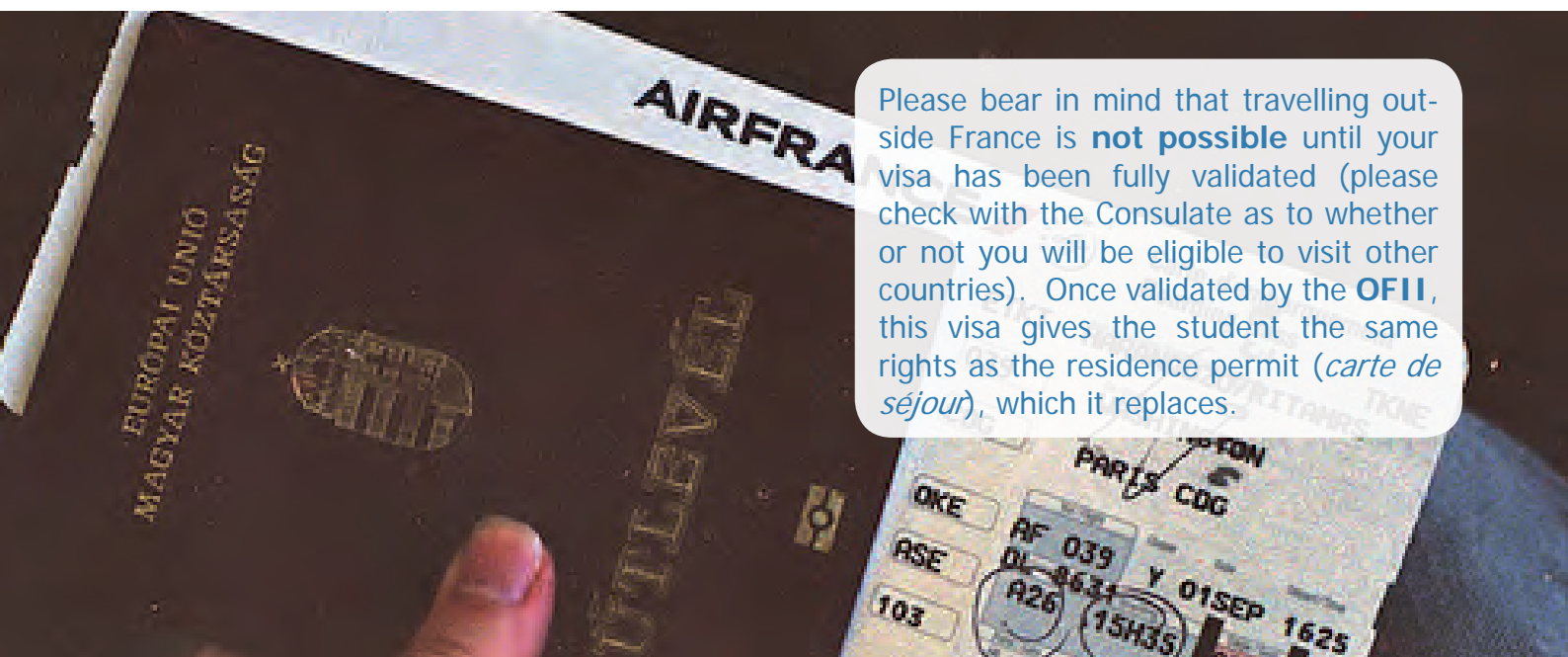
Most Canadian students get this visa with the mention “Echanges de Jeunes/Canada – 2B” as French and Canadian governments have established partnerships.

### Visa D – CESEDA R311-3-6 Authorized limited work 60% legal duration

**Most non-European students receive this visa.** In this case the French Consulate will issue a form called “Visa de long séjour – demande d’attestation OFII” (**OFII** = Office Français de l’Immigration et de l’Intégration – French Immigration Office). **It is imperative to bring this stamped document (duly completed) with your passport to the Centre de Mobilité Internationale (CMI) Brest that will deal with this matter.** Soon after your arrival in France, the **Centre de Mobilité Internationale de Brest** will help you send this document to the **OFII** in Rennes and you will be summoned to a medical examination (lung X-ray and medical visit). The last step of this procedure is an appointment at the **OFII** where you will have your visa validated by a yellow sticker.

In order to have your visa validated by **OFII**, you will need to provide:

- Your passport
- Former lung X-ray if you have one
- Vaccination book if you have one
- Your glasses and/or contact lenses if applicable
- Any medical document you consider important
- One identity photo
- Proof that you live in France (the copy of your lease or a bill)
- Fiscal stamps of 58 euros (to be bought in France)



Please bear in mind that travelling outside France is **not possible** until your visa has been fully validated (please check with the Consulate as to whether or not you will be eligible to visit other countries). Once validated by the **OFII**, this visa gives the student the same rights as the residence permit (*carte de séjour*), which it replaces.

\*The above information is indicative only and is in no way contractual.

## Visa D - Residence permit to apply for in the 2 months the arrival in France

This visa, only valid for 3 months, is now rarely given by French Consulates as it was issued under the former legislation which is no longer active.

However, if you obtain this visa, you will need to apply for a **resident permit** (*Carte de séjour*) through the Centre de Mobilité Internationale de Brest.

**In every case you will have to make an appointment with the Centre de Mobilité Internationale de Brest shortly after your arrival.**



### RESIDENCE PERMIT

The CMI Brest will assist you in your residence permit application.  
Please make an appointment online with us.

**MOBILITE-BREST.UEB.EU**

**Contact** : CMI Brest

**Mail** : [cmibrest@ueb.eu](mailto:cmibrest@ueb.eu)

**Tel.** : +33 (0)2 98 01 67 00

**Once your complete application has been validated, you will be summoned by the Centre de Mobilité Internationale or the prefecture in order to sign for your residence permit.**

This process will take several weeks to complete.

After this step has been completed, you will receive a compulsory appointment to undergo a medical examination in Brest. The resident permit will only be issued after this medical examination has been undertaken.

You will not receive your official residence permit before several months, in the meantime a provisional permit or 'récépissé' will cover your daily requirements.

# TRANSPORTATION TO BREST

## 1. BY PLANE

Brest is linked to the whole of Europe by an **international airport**: Brest-Bretagne (BES). The city of Brest is one hour's flight from Paris (8 flights per day : 3 flights from Roissy Charles de Gaulle - CDG and 5 flights from Orly - ORY). Other direct-flight destinations include Nantes, Lyon, Nice, Marseille, Toulon, Birmingham, Exeter and Southampton, etc.

Brest airport is served by many airline companies such as Air France, Easy Jet, Ryanair, Flybe, Vueling. More details on [www.brest.aeroport.fr/en/](http://www.brest.aeroport.fr/en/)

## 2. AIRPORT SHUTTLE

A shuttle service links Brest Bretagne airport and Brest city centre several times a day. Simply take the airport shuttle right outside the terminal and get off at the tram station line 1. The tram will take you directly to the city center. One way ticket costs 1.5 euros. [www.brest.aeroport.fr/navette-aeroport](http://www.brest.aeroport.fr/navette-aeroport)

## 3. BY TRAIN

There are 5 daily trains which run from Paris Charles de Gaulle to **Brest** (change in Rennes).

To give you an idea, this is the current daily schedule from the departure airport **Roissy-Charles de Gaulle** (please check before booking): [www.sncf.com/en/passengers](http://www.sncf.com/en/passengers)

## 4. BY ROAD

**Brest** is 580 kilometres from **Paris**, 254 km from **Rennes**, 145 km from **Lorient** and 145 km from **Saint-Brieuc**. The main routes arrive at **Brest** from the East (**Rennes**) or from the South (**Nantes**).

Departure Charles de Gaulle airport (Paris)	Arrival in Brest
08h31	14h57
09h49	15h48
12h49	18h40
14h49	21h02
16h21	23h45



# ARRIVAL IN BREST

## FREE MEET & GREET SERVICE

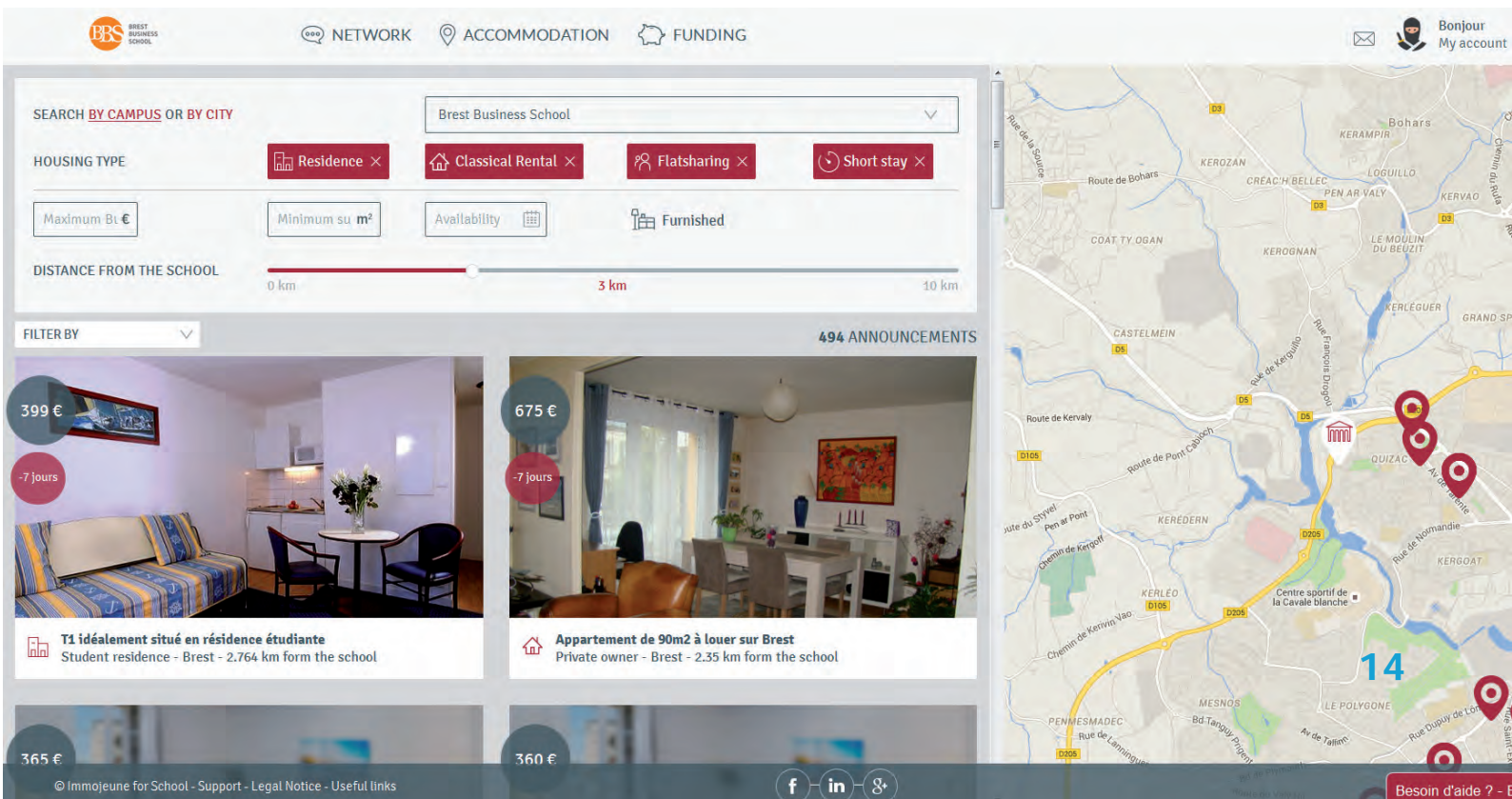
### 1. Free meet and greet service (reception at the airport or the station upon arrival)

**Brest Business School** and the **Centre de Mobilité Internationale** de Brest (CMI) / Brest International Mobility Centre have signed a partnership agreement whereby BBS international students can ask for a **Free** Meet & Greet service from CMI. Please click on the following link to benefit from this **FREE** « Meet & Greet service in Brest ».



### 2. Finding and booking accommodation in advance in Brest

**Brest Business School** has signed a partnership agreement with **Immojeune**, a housing platform with more than 500 housings available in Brest (apartments, private residences, roommates etc.). To access the platform click here. <https://bbs.immojeune.com/en>  
**Immojeune Passwords for Brest campus** : bbsv2016



### 3. Information

- In order to make your arrival in Brest easy, we suggest that following your arrival you stay at **Centre de Keraudren** for the first few night(s). This residence is close to the airport.



#### Centre de Keraudren

110 Rue Ernestine de Trémaudan  
29200, Brest  
[www.centrekeraudren.com](http://www.centrekeraudren.com)  
02 98 34 66 34

For more information please contact

**Mickaël COLIN**

Tel. +33 (0)2 29 00 62 37

Mobile. +33 (0)6 81 47 69 23

E-mail : [mickael.colin@brest-bs.com](mailto:mickael.colin@brest-bs.com)

Contact our **International Students Association (ISA)** for any assistance that you may need.

Tel. +33 (0)6 21 69 20 95



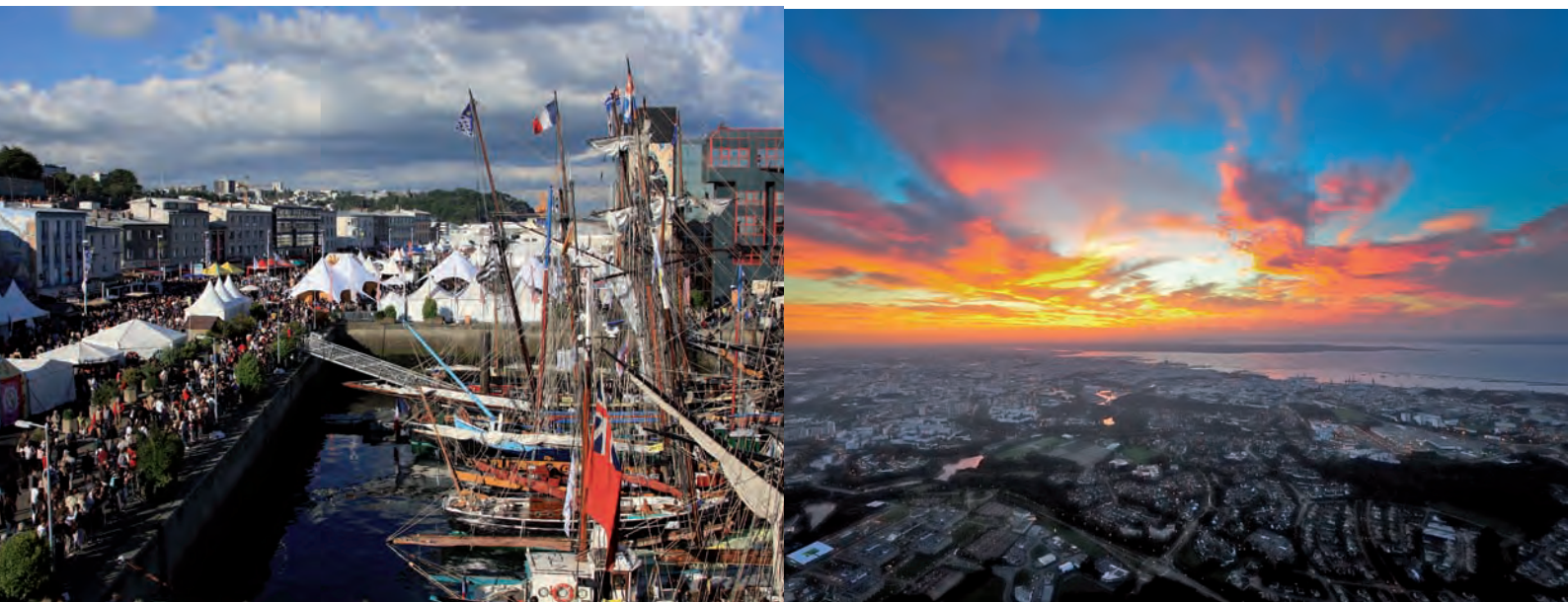
## 4. Recommended hotels in Brest

### City center

- **Hôtel Abalys**  
7 avenue Georges Clemenceau  
29200 Brest  
02 98 44 21 86  
www.abalys.com
- **Hotel Saint Louis**  
6 rue Algérisas  
29200 Brest  
02 98 44 23 91  
www.brest-hotel.com
- **Hotel de la Gare**  
4 boulevard Gambetta  
29200 Brest  
02 98 44 47 01  
www.hotelgare.com

### Close to the airport

- **Hotel Balladins**  
253 rue du Général Paulet  
29200 Brest  
02 98 47 31 02  
www.hotel-brest-balladins.com
- **Centre de Keraudren**  
110 rue Ernestine de Trémaudan  
29200 Brest  
02 98 34 66 34  
www.centrekeraudren.com
- **Première classe**  
ZI de Kergaradec 30 bis avenue Baron Lacrosse  
29 850 Gouesnou  
08 92 23 48 14  
www.premiereclasse.com



## 5. Real estate agencies

- **Oceanic immobilier**  
22 rue de Lyon 29200 BREST  
Tél. 02 98 43 44 44  
Email : contact@groupeoceanic.com



- **Foncia Location**  
26 rue Algeiras 29200 Brest  
Tél. 02 98 44 44 44



Oceanic immobilier and Foncia Location will grant **Brest Business School** students a 20% percent discount on their fees.

- **Agence centrale immobilière**  
22 rue de Lyon 29200 BREST  
Tél. 02 98 33 10 33

- **Le Martret immobilier**  
44 rue du Château 29200 BREST  
Tél. 02 98 44 38 10

- **Iroise immobilier**  
13 place de la Liberté 29200 BREST  
Tél. 02 98 43 29 00



# TRANSPORTATION IN BREST

**1. The best way to reach the city center is to take the bus.** There are **19 lines all around the city**, during the weekdays till 22:40, on Friday and Saturday until 00:40.

Here is the table showing different categories of tickets :

NAME	PRICE	VALIDATION	DOCUMENTS REQUIRED
<b>Ticket unité</b> (single journey ticket)	1,50€	1 hour	/
<b>Ticket journée</b> (day pass)	3,95€	1 day	/
<b>Carnet de 10 tickets</b> (a book of 10 tickets)	12,25€	Each ticket is valide for 1 hour	/
<b>Coupon hebdo</b> (weekly pass)	14,05€	From Monday to Sunday	student card and ID photo
<b>Coupon mensuel</b> (monthly pass)	27,95€	From the 1 <sup>st</sup> day to the last day of the month	student card and ID photo

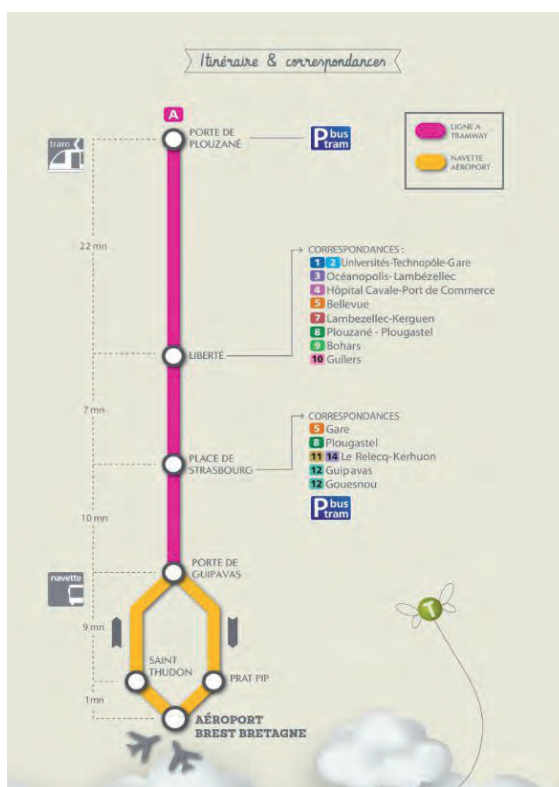
Shuttle bus from the airport to the tram station : [www.brest.aeroport.fr/navette-aeroport](http://www.brest.aeroport.fr/navette-aeroport)

**2.** You can buy tickets at **bibus accueil** or on the bus (1.50€uros) :  
33 avenue Clémenceau  
29200 BREST  
Tel. 02 98 80 30 30  
[www.bibus.fr](http://www.bibus.fr)



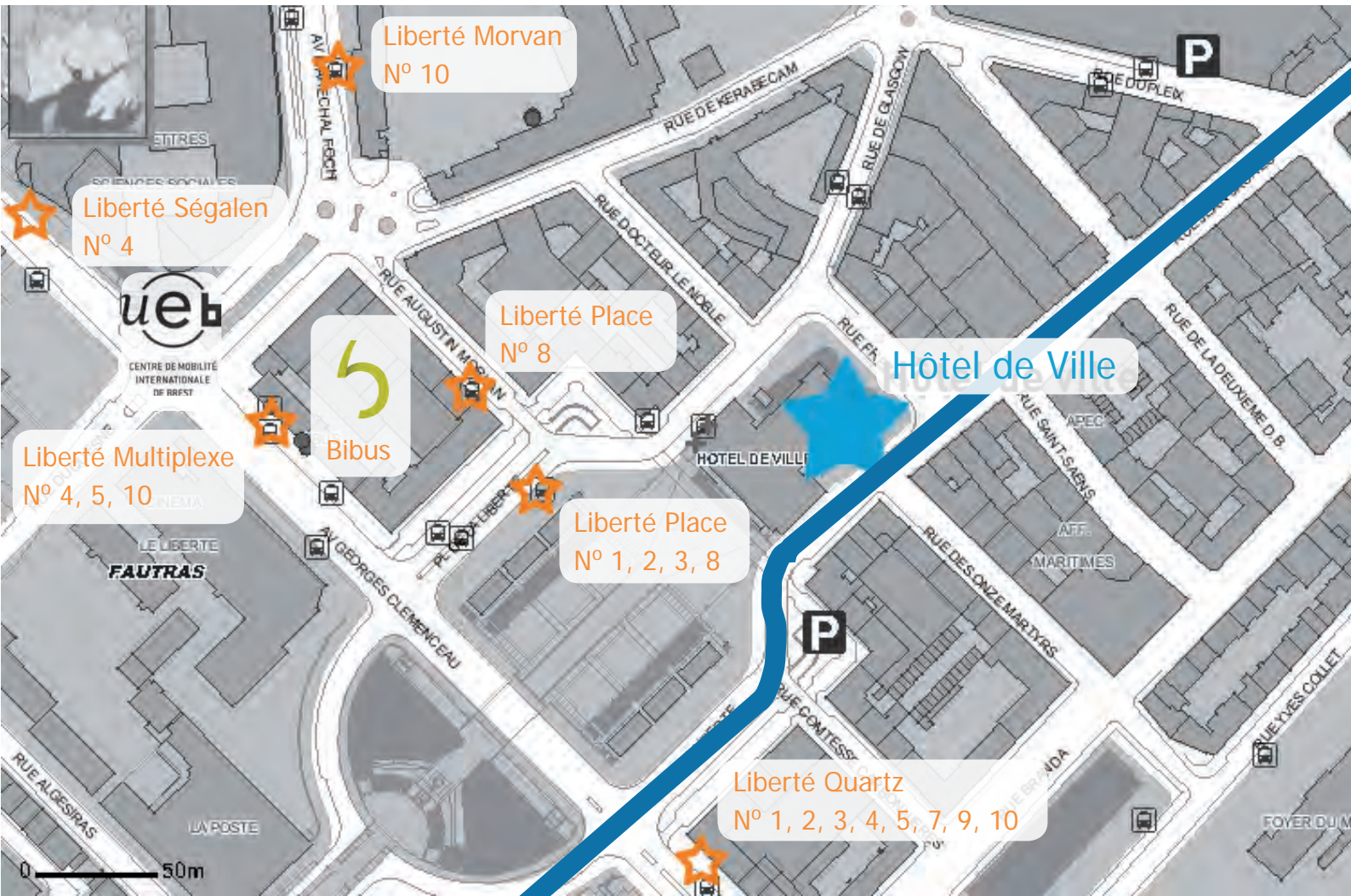
**3.** To go to **Brest Business School** you can take **lines 1 or 5** from « **Place de la Liberté** ».

If you take **line 1** in the direction of **Hopital Cavale**, you can get off at «**Ecole de Commerce**». If you take **line 5** in the direction of **Provence**, you need to get off at «**Gascogne**» and walk about 2 minutes to the school.



\*The above information is indicative only and is in no way contractual.

## Map showing the Town Hall, nearby bus stops, bus routes and points of interest.



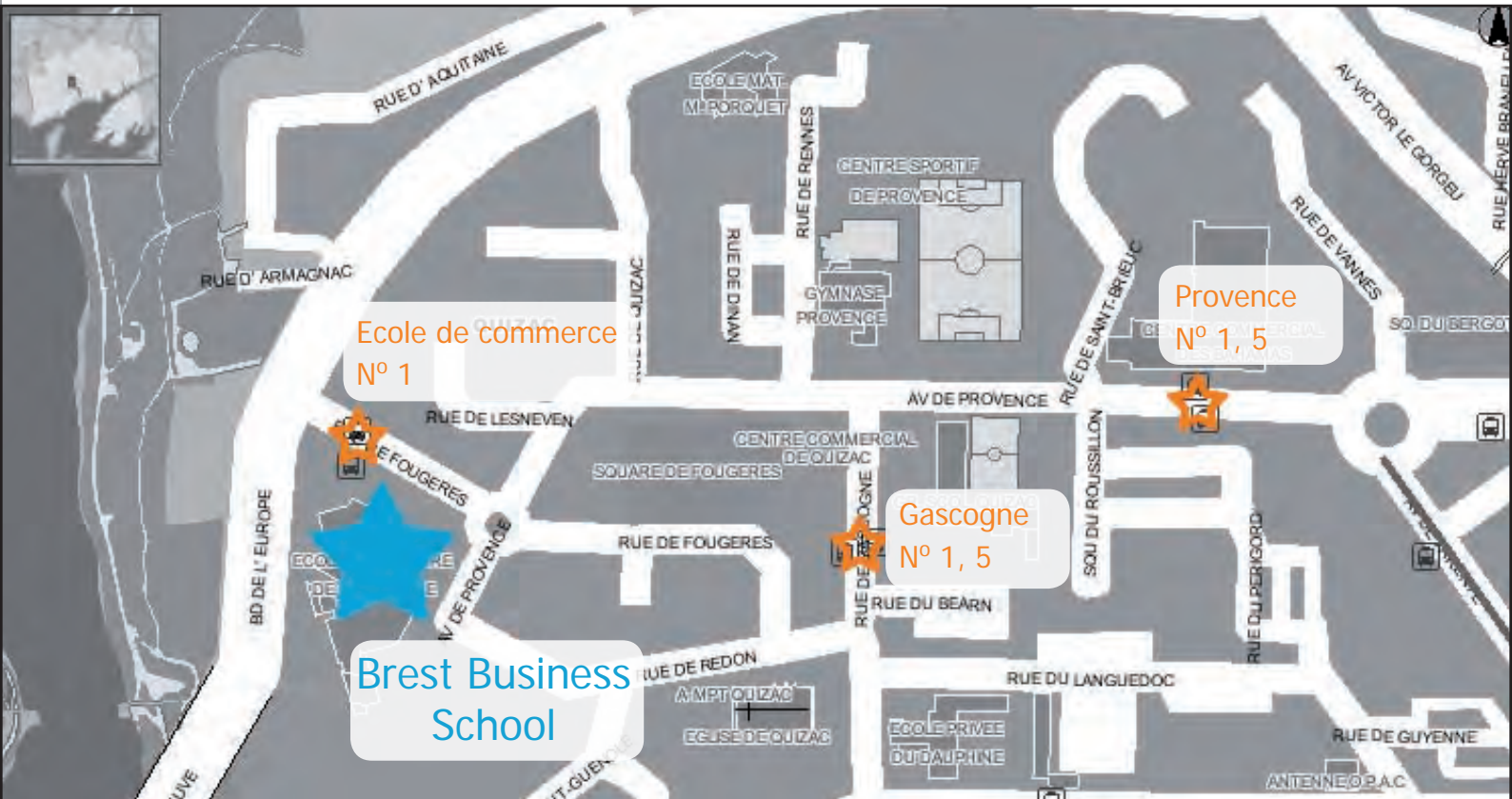
### Trawmay

Two lines were created in 2012.

The first line goes in the direction of **Porte de Plouzané**, and the other go in both directions : **Porte de Gouesnou** or **Porte de Guipavas**. Every line stop near from l'**Hôtel de Ville**.



## Map showing Brest Business School campus, nearby bus stops and bus routes.



### Taxi services :

#### Taxis Brest :

Tel. 06 62 81 29 29

[www.taxi-brest.com](http://www.taxi-brest.com)

#### Brest Taxi 806 :

Tel. 02 98 80 68 06

[www.taxi806.com](http://www.taxi806.com)

#### Taxis Brestoïis :

Tel. 02 98 80 18 01 or

02 98 80 43 43

[www.taxisbrestoïis.com](http://www.taxisbrestoïis.com)

#### Taxis des Korriganis :

Tel. 02 98 43 91 30 or

06 99 97 80 00

[www.taxi-brest-korriganis.fr](http://www.taxi-brest-korriganis.fr)

### Points of interest around Brest :

You can use the public transportation **to go to the beach or visit the region**. All the itineraries and prices : [www.viaoo29.fr](http://www.viaoo29.fr)

It's also possible to **visit islands** (Ouessant, Batz, Molène...) near and from Brest. Boat fares and schedules : [www.pennarbed.fr](http://www.pennarbed.fr)

# IMPORTANT INFORMATION ABOUT ACCOMMODATION IN FRANCE

The following information is valid for renting any type of accommodation.

**Before signing any contract, you need to think carefully.** We advise you to ask the members of **BBS' International Student's Association (ISA)** to help you find accommodation and read the lease in detail before signing it. Once you have signed a contract, you will not be able to leave the accommodation before the term without losing your **deposit** and your first month's rent.

Contact **ISA** on **06 21 69 20 95**

## 1. Housing insurance

If you don't have this insurance, the landlord has the right to refuse your access to the apartment. This insurance costs around 45 €uros for a year. Before signing the insurance contract, please check first with your landlord that this insurance is not already included in the rent.

**Deposit:** This deposit usually corresponds to one month' rent. It covers the landlord in case you damage the apartment (damage to the carpet for instance). This deposit is to be paid before or upon arrival and it will be given back to you after you have checked out. However, by law, the landlord has 2 months to return your deposit.


**Important : the deposit does not correspond to the last month's rent and should not be used as such.**

## 2. Rent

You must pay the rent for the first month on arrival (all service charges included).

The monthly rent is usually fixed in advance with the landlord and it normally includes all **taxes & bills** (water, heating, electricity, gas, local taxes). This means that students don't have to bother with these matters, which can be complicated and time-consuming especially when the administrative websites are all in French.





### 3. Please be aware when planning your budget that it is normal for private accommodation in France to be let for a standard duration which is not normally negotiable.

This means that, depending on the semester dates, there may be a short period of time for which you will have to pay for accommodation although unoccupied. For instance, if you leave on May 20th, you will be obliged to pay for the whole month. This is not within **Brest Business School's** control and no exception can be made.

**Notice: Before leaving Brest, you will have to give notice to the landlord (notice should be written and sent by recorded delivery)**

- 3 months for unfurnished accommodation
- 1 month for furnished accommodation.

*NB: students staying in Halls of Residence must give one-months' notice by completing a form at the Residence secretariat.*

If notice is not given according to the correct procedure, your deposit will **not** be returned.

If you have signed a lease and you want to leave the accommodation before the end of its term, we also remind you that it is essential to give notice on time. If you move out before the term, you will lose your deposit and that month's rent.

### 4. Check-in and check-out

You must **check-in** with your landlord on the day of arrival. This involves an inventory of the furnishings and equipment. Check everything in the room (wallpaper, windows, bathroom facilities etc.) and sign the document, you and the landlord will keep a copy each. You also must do a **check-out** with your landlord before leaving the room. You are expected to leave the accommodation as you found it. All accommodation will be inspected and extra cleaning or repairs will be at your own expense. The landlord has the right to keep part of your deposit if the accommodation has been damaged, or if something (i.e.: a blanket) is missing.

### 5. Housing Tax

If you sign a contract from January 1st and/or if you stay the whole academic year, **you may be obliged to pay a national housing tax called "Taxe d'habitation"** (students living in dorms are not concerned). If this is the case, you will receive the bill by post in your home country. The amount depends on the characteristics of the accommodation and the tenant's status. In order not to pay this tax, you must fill in a special form to declare that you are a student and you do not receive any income whilst in France. This form is available online [www.impots.gouv.fr](http://www.impots.gouv.fr) Ask your landlord for assistance.

## 6. Housing Benefit

International students (**European students and non-European students with visa validated by OFII or holders of a resident permit**) have the right to apply for housing benefit, which covers 30% to 40% of the price of the rent. If you are eligible for housing benefit, you will receive a monthly allowance. Payments are made by the **CAF: Caisse d'Allocations Familiales**.

### Please note

- Housing benefits are not paid for the first month of rent.
- You must apply online via [www.caf.fr](http://www.caf.fr) as soon as possible (on the first week of arrival in Brest). **ISA** will assist you.
- The first payment may not take place for some time after completing your application; nevertheless you must continue to pay your full rent.
- If you live in halls of residence, the **CAF** payment will be transferred directly to the halls of residence, your rent will therefore be reduced.

## 7. To be able to claim benefits, you must have all these valid documents:

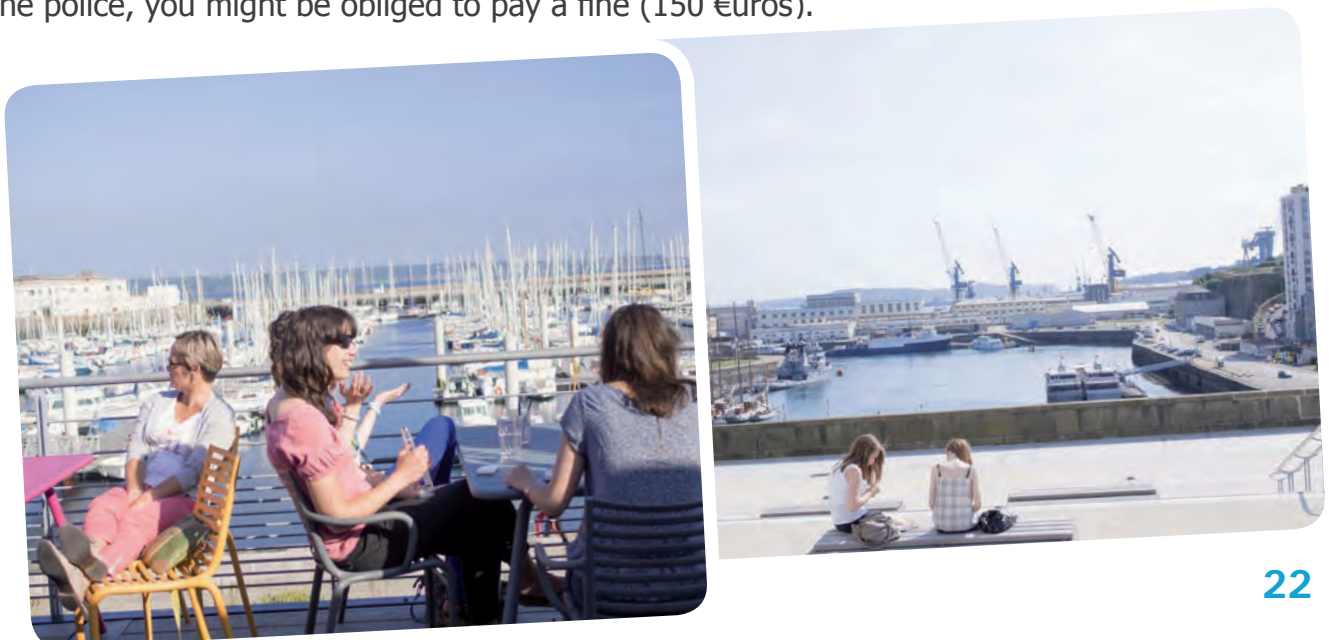
- Identity card or passport
- Recent & certified translation of your birth certificate (dated less than 3 months)
- Official family record book if you have children.
- Health insurance card
- Copy of the visa validation ("yellow sticker") if you are Non-European
- French bank details (= RIB) **ISA** will help you open a bank account in Brest. No payment can be made on a bank account abroad.
- Proof of income
- Special form signed by the landlord

*NB: These documents may be asked more than once as the **CAF** is doing many controls.*

At the end of the semester, you will have to inform the **CAF** that you are leaving France. You will also have to notify your French bank of your departure so that they can close your bank account after you receive the last **CAF** payment which will be made in March or September.

## 8. Noise and parties

**You must respect the accommodation and also your neighbours.** In France, you are not allowed to make noise likely to disturb your neighbours, especially after 10:30 pm. If the neighbours call the police, you might be obliged to pay a fine (150 Euros).



# HEALTH AND INSURANCE

Health service in France is based on **freedom of choice** concerning doctors, chemists, or hospitals in case of need. The French National Health service called "**SÉCURITÉ SOCIALE**" is a system which re-funds part of health costs. The amount varies from 70% for medical consultation to 35% for certain medicines. This refund only applies to patients covered by National Insurance. Health insurance is **compulsory** for all international students coming to study in France.

- **Students from the 27 member states of the European Union**

They are eligible for this cover provided that they have a **European Health Card (E111)** issued by the **Social Security** office in their country of origin before their visit to France. This system covers any possible health expenses and requests for refunds submitted to the "**Caisse d'Assurance Maladie du Nord Finistère**" (local Health and Social Security office for Brest). For more information, please visit the following websites:

[www.lmde.com](http://www.lmde.com) and [www.smeba.com](http://www.smeba.com)

*A copy of this European Health Card is to be given to our Accountancy Department.*

- **Non - European Union Students**

1. **Non-European Union students under 28 years old**

Registration with the French Social Security System is **compulsory** for all non-European Union students under 28 years old. This should be purchased upon your arrival at **Brest Business School** and costs approximately 216€. Payment may be made by check or by wire transfer, the International Office will assist you if necessary. The **Social Security** refunds 65 to 70% of the medical bills you incur. You will always have to pay medical expenses up front.

*NB: You will be asked to provide a recent & certified translation of your birth certificate in order to register.*

2. **Non-European Union students of 28 years of age and above**

Should take out private health insurance in their home country. **This insurance should cover medical, hospital and repatriation expenses during their stay in Europe.**

3. **Students from Quebec**

Students with Canadian nationality must have an SE 401 Q 106 form; this can be obtained from the **social security institution of Canada (RAMQ)** prior to your journey to France.

If you study in Canada but you don't have Canadian nationality, you need to subscribe to the **French Social Security** or prove that you have a private health insurance if you are older than 28.



- **Special case**

If you have **French nationality** but you are a student from a partner university, you must be registered with the **French Social Security System**. This should be purchased upon your arrival at **Brest Business School** by check or by wire transfer (approx 216€).

#### 4. Additional health insurance (“mutuelle”)

If you take out the **French social security health insurance coverage**, you can purchase complementary student health insurance called a **‘Mutuelle’**, which covers the remaining 30 to 35% of medical expenses. The **International Office** can help you purchase this additional health insurance (Costs will vary according to your requirements).

*NB: The subscription to the **French Social Security System** is effective from October 1st until September 30th of the following year. This means that you will also need coverage for the month of September – one-month packages are available through specialized student insurance companies. Also, non-European students staying the civil year in France (January-December) will have to renew their subscription in October and therefore pay a total of 414 Euros.*

**For all students:**

**We also require a copy of your insurance (in English or French) covering civil liability and medical repatriation. Without this document, it will be impossible to register you at Brest Business School. It is imperative that you bring it with you.**

Travel insurance covering loss or theft of personal belongings is strongly recommended.



\*The above information is indicative only and is in no way contractual.



You are strongly advised to open a current bank account upon arrival in Brest. Remember that at the beginning there are often larger expenses such as paying rent in advance as deposit.

Here are some banks with which Brest Business School as a partnership agreement :



### Crédit Mutuel de Bretagne

Agence de Bellevue,  
3 place Napoléon III,  
29200 Brest,  
02.98.01.22.35

[www.cmb.fr](http://www.cmb.fr)



**BNP PARIBAS**  
La banque d'un monde qui change

### BNP Paribas

Agence de Brest,  
16 avenue de Tarente,  
29200 Brest,  
02 98 01 86 01

[www.bnpparibas.net](http://www.bnpparibas.net)



### Société Générale

Agence de Bellevue,  
18 Place Napoléon III,  
29200 Brest  
02 98 03 08 48

Agence Brest Lambezellec,  
Agence Brest Pilier Rouge,  
Agence Brest Siam  
Agence de Guipavas,  
Agence de Landerneau

[www.societegenerale.com](http://www.societegenerale.com)



### Crédit Agricole

Agence de Bellevue,  
58 place Napoléon III,  
29200 Brest,  
09.80.98.29.29

[www.ca-finistere.fr](http://www.ca-finistere.fr)



# INDICATIVE COST OF LIFE IN BREST

The approximate estimated cost of living for a student in Brest or can be broken down as following:

- **Accommodation in town** : 250€ - 350€/month (approx)
- **School restaurant** : 5.00€ (approx)
- **University restaurant** : 3.25€ (approx)
- **Everyday expenses** including food, transport, etc : 200€/month (approx)

## Supermarkets

You will find some supermarkets in town. You can find below a non-exhaustive list of different supermarkets in Brest.



16 rue de la 2ème DB  
29200 BREST  
Tel. 02 98 44 56 45  
Open from **Monday** to **Saturday**  
from 9 a.m. to 8 p.m.



12 Place Maurice Gillet  
29200 Brest  
Tel. 02 98 46 00 14  
Open from **Monday** to **Saturday**  
from 7 a.m. to 10 p.m.  
And on **Sunday**  
from 9 a.m. to 13 p.m.



17 Rue Cuirassé Bretagne  
29200 Brest  
Tel. 02 98 47 74 11  
Open from **Monday** to **Saturday**  
from 8:30 a.m. to 7:30 p.m.  
And on **Friday**  
from 8:30 a.m. to 8:00 p.m.



**Carrefour**

126 Boulevard de Plymouth,  
29200 Brest  
Tel. 02 98 31 42 79  
Open from **Monday** to **Saturday**  
from 9 a.m. to 9 p.m.

# EXTRA AND LEISURE ACTIVITIES

**Brest offers all the advantages and the service level of a regional metropolis minus the daily hassles of very large cities.**

In Brest, there are no traffic jams and no housing shortage. Finding a parking space or picking up one's children at school doesn't turn into a nightmare.

Proximity is the keyword: proximity of services, of facilities and above all of an exceptionally beautiful nature.

## SHOPPING

- Centre-ville, rues de Siam et Jean Jaurès..
- **Coat ar Gueven**  
[www.coatargueven.com](http://www.coatargueven.com)
- **Espace Jaurès**  
[www.espacejaures.com](http://www.espacejaures.com)
- **Les portes de Guipavas**  
[www.lesportesdeguipavas.fr](http://www.lesportesdeguipavas.fr)

## SWIMMING-POOL

- **Foch**  
25 avenue Foch  
Tel. 02 98 33 66 20
- **Saint-Marc**  
Route de Quimper  
Tel. 02 98 41 47 99
- **Spadium Parc**  
Boulevard Léopold Maissin  
Le Relecq Kerhuon  
Tel. 02 98 34 34 34

## RINK

- **Rinkla Stadium**  
Place Napoléon III  
Tel. 02 98 03 01 30

## TOURISM OFFICE

- Visit the «la mer d'iroise» islands (Molène, Ouessant). Departures from Brest or Le Conquet 7/7, all the year  
[www.brest-metropole-tourisme.fr](http://www.brest-metropole-tourisme.fr)

Discovering the beautiful western french islands  
<http://www.iles-du-ponant.com/>

## CINEMA

- **Multiplexe Liberté**  
10 avenue Georges Clémenceau  
Tel. 02 29 61 13 13
- **Celtic**  
187 rue Jean Jaurès  
Tel. 02 98 80 34 55
- **Les Studios**  
4 rue Paul Masson  
Tel. 02 98 46 26 02

## EXHIBITIONS / SHOWS

- **Le Quartz**  
60 rue du Château  
Tel. 02 98 33 70 70
- **La Carène**  
30 rue Jean-Marie Le Bris  
Port de Commerce  
Tel. 02 98 46 66 00
- **L'Arena**  
Boulevard de Plymouth  
Tel. 02 29 00 74 30

## AQUARIUM

- **Océanopolis**  
Discover one of the most important Ocean Park in Europe.  
Port de plaisance Moulin Blanc  
Tel. 02 98 34 40 40

# USEFUL INFORMATION

## Public Holidays 2017

New Year	January 1
Easter Monday	April 17
Labour Day	May 1
WWII Victory Day	May 8
Ascension Thursday	May 25
Pentecost Monday	June 5
National Day	July 14
Assumption Day	August 15
All Saints Day	November 1
Armistice Day	November 11
Christmas Day	December 25

## Emergency service in France

- Police : **17**
- Fire/Ambulance : **18**
- First Aid/Ambulance : **15**

## Major student events in Brest include ...

- La Déambule
- Campus en jeux
- Support your Breizh band
- Les Pétrarades, etc.

Not to mention the "Astropolis" electronic music festival, the "Festival du Bout du Monde", «Festival des Vieilles Char-rués», «Fête du Bruit» music festivals, and the "DansFabrik" dance festival.

## Brest Business School is on the social networks



Brest Business School



BrestBS



brest.bs



BrestBS



StudentBrestBS



BrestBusinessSchool







**BREST  
BUSINESS  
SCHOOL**

**BREST BUSINESS SCHOOL**

2, avenue de provence  
29200 BREST  
Tel. 02 98 34 44 44  
Fax. 02 98 34 44 69  
[www.brest-bs.com](http://www.brest-bs.com)



**SEE YOU SOON AT  
BREST BUSINESS SCHOOL !**