WELCOME GUIDE
Rennes School of Business, France, is one of the most international Business Schools in Europe, with 91% of the Faculty being non-French nationals. Programmes taught in English by an international full-time faculty, students coming from all over the world, programme development with partner institutions, strong links with local and international companies, international research cooperation, make Rennes School of Business unique in France and abroad.

Joining Rennes School of Business means being part of a constantly stimulating international environment and an international recognized institution accredited by Equis, AACSB and AMBA.

The dynamic and supportive environment of Rennes School of Business will make you feel at home.

Santiago GARCIA, PhD
Dean of Global Business
Study in English while living in France

BRITTANY: A DYNAMIC REGION

With a population of 3 million, Brittany has succeeded in developing a highly effective economy based on industry and the service sector. The dynamism displayed by its 160,000 businesses has resulted in the creation of numerous centres of excellence, in fields such as the agro-food, transport, logistics, telecommunications, new technologies, tourism and services industries. The quality of life offered by its towns and cities, countryside and coastal areas, its cultural wealth and its historical heritage all play a major part in this region’s growth and popularity.

RENNES: IDEAL STUDY ENVIRONMENT IN THE WESTERN PART OF FRANCE

The French economy is based on innovation and creativity, scientific and technological excellence. It is the world’s 6th largest economy in terms of exports and the 3rd largest economy in the world for international investments.

Rennes School of Business is located in Rennes, the capital city of Brittany, 1H25 from Paris by TGV fast train and 1 hour by plane from London. It is considered by the national media as the 1st French city where it feels good to live (L’Express - October 2017). With a population of more than 425,700, including 65,000 students, Rennes offers the full advantages of a large city while at the same time being convivial in size. Students will benefit from a very attractive urban, sporting and cultural environment: modern sports facilities, cinemas, theatres, cultural centres, museums, libraries, restaurants and pubs.

Studying at Rennes School of Business is a wonderful means to discover the richness of French life, its culture and economy.

RENNES CAMPUS, A FIRST CLASS LEARNING ENVIRONMENT

The modern campus of Rennes School of Business offers students an ideal study environment. The building is open 24 hours a day, 6 days a week.

Each student has Wifi internet access to the business school’s intranet, the learning centre website and e-learning services.

- a student residence
- a housing platform
- language laboratory
- 3 sports halls / 1 outdoor sports field
- a student club
- a music room
- a large cafeteria, 1 snack bar
- a learning center
- a “Bloomberg” trading room
- an Innolounge
- the InnoStart incubator
- student societies
School Services

Building 1
Administration - Faculty - Cafeteria
Auditorium - Amphitheaters - Classrooms
Sport & Music rooms

Building 2
Classrooms - Amphitheaters

Building 3
Classrooms - Programmes department
Co-working spaces - Sports rooms
Outdoor sports field

Building 4
Learning Center - Corporate Services
Innolounge - Incubateur InnoStart - Classrooms

Students Parking
Housing Campus

rue Saint-Malo
Preparing your stay in France (before your arrival)

CHECK LIST (WHAT YOU NEED TO BRING)

 UPON ACCEPTANCE (documents to submit during orientation week – front office):

Non-European students:
☐ Approximately 90€ for your CVEC tax
☐ 1 photocopy of your passport
☐ 1 photocopy of your visa
☐ 1 photocopy of the page with the customs stamp stating on which date you arrived in France
(please do this once you are in France)
☐ Birth certificate

Non-European Students who have a visa “ETUDIANT” (Student visa):
☐ Approximately 90€ for your CVEC tax
☐ 2 photocopies of your passport
☐ Ofii* form (issued by the Embassy with your visa)
☐ 2 photocopies of your student visa
☐ 2 photocopies of the page with the customs stamp stating on which date you arrived in France
(please do this once you are in France)
☐ Birth certificate

European Students:
☐ Copy of your EHIC card (valid for the length of your studies)

OTHER DOCUMENTS TO SUBMIT DURING ORIENTATION WEEK
(for the bus-pass, bank, caf…):

For the bus-pass, bank, etc... All students:
☐ Several official passport-sized photos
☐ 1 photocopy of your passport (European students can submit a copy of their identity card)
☐ 1 photocopy of your visa (not applicable to European students).
☐ Proof of accommodation (rental contract ...)
☐ Housing insurance contract
☐ 1 copy of the Rennes School of Business acceptance letter or registration certificate

*OFII : Office Français de l’Immigration et de l’Intégration
(French agency in charge of immigration and integration)
PREPARE YOUR BUDGET

AVERAGE BUDGET:

Monthly average budget:
- Accommodation: 160 € - 600 € (depending on the accommodation)
- Transport: 30 € - 40 €
- Food: 110 € - 200 €
- Other Expenses (phone, laundry, leisure..): 150 €

Other expenses on arrival:
- Compulsory CVEC tax payment : 90€
- One month deposit for accommodation: 400 € (depending on the rent)
- Housing insurance: 70 € for one year

These amounts are estimates
VISA PROCEDURE FOR NON-EUROPEAN STUDENTS

NON EXCHANGE STUDENTS:
You are registered at Rennes School of Business as you have already sent us back your filled and signed enrolment form and paid a first instalment to reserve your place on the programme of your choice.
You have already received the official confirmation of enrolment letter in English, its translation into French (for visa purposes) and an additional letter in French for the French Embassy/CampusFrance.

EXCHANGE STUDENTS:
You are registered at Rennes School of Business as you have already sent us back your filled and signed application form to reserve your place at school.
You have already received the official letter of acceptance in English, its translation into French (for visa purposes) and an additional letter in French for the French Embassy/CampusFrance.

FOR ALL OF YOU
It is now imperative that you immediately sign up with your nearest Campus France agency:
You have first to register with CampusFrance by signing up on their website:
http://www.campusfrance.org/en
Once you have followed all the formalities, your file will be transferred to the French Embassy or Consulate for the visa request. In some countries, you may have an interview or a test in English.
If you don’t have a Campus France agency in your home country, please apply directly through the French consulate or Embassy. You can find the address of French Embassy or Consulate in your home country on this website:

Please be aware that this visa procedure can take some time until you get the interview, so we strongly advise to start the procedure in advance (the whole procedure can actually take 2 months in some countries).
Your accommodation

On the platform, you will find many offers around the campus from private landlords, halls of residence and real estate agencies:

housing.rennes-sb.com/en/

You can make your reservation request directly on the platform with your rental file.

The accommodation team will send you the enrollment key to sign up on the platform once you will be enrolled at Rennes School of Business.

For any questions, do not hesitate to contact the platform team via the online Chat.

RENNES SCHOOL OF BUSINESS RESIDENCE

The School provides a campus residence with equipped apartments.

More information on lesbellesannees.com/residence-etudiante-rennes
### MY RENNES SB OPTIONS

<table>
<thead>
<tr>
<th><strong>RENNES-SB RESIDENCE ON YOUR CAMPUS</strong></th>
<th><strong>HALLS OF RESIDENCES (private)</strong></th>
<th><strong>STATE-RUN HALLS OF RESIDENCE (Crous)</strong></th>
<th><strong>STUDIO FLATS</strong></th>
<th><strong>SHARED STUDENT FURNISHED HOUSE/FLAT</strong></th>
<th><strong>HOME STAY WITH MEALS OR WITHOUT MEALS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget approx. 470€ - 645€</td>
<td>Budget approx. 310€ - 570€</td>
<td>Budget approx. 160€ - 240€</td>
<td>Budget approx. 400€ - 600€</td>
<td>Budget approx. 350€ - 450€</td>
<td>Budget approx. 300€ - 550€</td>
</tr>
<tr>
<td>CAF approx. 150€</td>
<td>CAF approx. 50€ - 150€</td>
<td>CAF approx. 30€ - 50€</td>
<td>CAF approx. 100€</td>
<td>CAF approx. 90€</td>
<td>CAF approx. none to 90€</td>
</tr>
<tr>
<td>Limited number of places</td>
<td></td>
<td>Residence located in older buildings providing only basic amenities (for example, shared toilets, showers &amp; kitchens with the other students on each landing). Internet connection is possible.</td>
<td>Limited number of places</td>
<td>Available</td>
<td>Available</td>
</tr>
<tr>
<td>Available</td>
<td>Modern, clean, secure and all built-in facilities. Equipped private rooms in a residence including kitchenette, bathroom and toilet. Some residences offer a common room, launderette, sports facilities. Internet, launderette, letterboxes, possibility of renting bed and kitchen linen, cleaning facilities etc.</td>
<td>A very comfortable and easy option. Some residences have special offers for students registered at Rennes School of Business.</td>
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</tr>
<tr>
<td>Modern, clean, secure and built-in facilities. Equipped private rooms in a residence including kitchenette, bathroom and toilet. Others services: a secured bicycle shed, an on-site the Security Team, Loan of a vacuum cleaner, ironing facilities, etc. Breakfast, car park, launderette, bed linen, cleaning facilities etc. are available at an additional cost.</td>
<td>A very comfortable option and close to Rennes School of Business.</td>
<td>Rennes School of Business has reserved a (small) number of rooms. All applications must be made through <a href="mailto:accommodation@rennes-sb.com">accommodation@rennes-sb.com</a> and strict conditions are applied.</td>
<td>Rennes School of Business has reserved a (small) number of rooms. All applications must be made through <a href="mailto:accommodation@rennes-sb.com">accommodation@rennes-sb.com</a> and strict conditions are applied.</td>
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</tbody>
</table>

- **CAF** stands for Crédit d’Achat, which is a government-subsidized cost reduction for housing expenses.
## Other issues

### CAF (HOUSING BENEFIT)

<table>
<thead>
<tr>
<th>WHO?</th>
<th>CAN I GET THE HOUSING ALLOWANCE?</th>
<th>WHAT I NEED TO BRING?</th>
</tr>
</thead>
<tbody>
<tr>
<td>European students</td>
<td>Yes, on CAF.FR</td>
<td>- Passport or identity card (copy and original)</td>
</tr>
<tr>
<td>Non-european students who have a long-stay visa with “etudiant” written on it</td>
<td>Yes, on CAF.FR</td>
<td>- Copy of your EHIC card</td>
</tr>
<tr>
<td>Non-european students who have a long stay visa with “dispense temporaire de titre de sejour” written on it</td>
<td>No</td>
<td>- Proof from your bank that you have enough money in your account in France to live on (minimum 615 euros per month)</td>
</tr>
</tbody>
</table>

**WHO?**
- Yes, on CAF.FR

**WHAT I NEED TO BRING?**
- Birth certificate (original and a copy translated into French by an official translator)
- Copy of your letter of acceptance or enrolment certificate from Rennes School of Business
- Copy of student card
- Rental contract
- Bank details

## ADDRESS OF THE CAF OFFICES (Caisse des Allocations Familiales):
- Cours des Alliés - Rennes - France
- www.caf.fr - 0033 820 25 35 10
- Metro Charles de Gaulle
- Open Monday to Friday from 8.30 am to 5.00 pm
HOUSING INSURANCE

French law stipulates that all persons who rent accommodation in this country must have civil liability and 3rd party insurance at their address; some landlords include this in their «rental package». If not, you can buy this with the LMDE or SMEBA or with the bank when you open an account during the orientation week.

IMPORTANT NOTIONS

DEPOSIT (“CAUTION”):

In France, you have to pay one or two month’s deposit to secure your reservation. By law, the landlord has up to 2 months to return the deposit at the end of the rental period. Some of the landlords with whom we work often return the deposits before you leave (after the moving-out inventory) but this is not an obligation. Obviously if damage has been caused, over excessive use of the heating or telephone, the flat is dirty etc., they are entitled to reduce the amount they return.

It is therefore very important that you understand the contract, what the fees include and the conditions of rent, when you sign and that you do your utmost to respect the property and its contents.

The deposit cannot be used to pay the last month’s rent, unless you have a written agreement with the landlord.

N.B. For all payment (especially in cash) it is your responsibility to ask for a receipt.

MOVING-IN AND MOVING-OUT INVENTORY (“ÉTAT DES LIEUX”):

Most landlords will complete an “état des lieux” with you. It is important that you participate and that you signal any damage or broken material or equipment before you sign (we suggest you take photos – with the automatic date – on arrival). When you leave the accommodation, the landlord will go through this document with you again and note any damage etc., made since your arrival. Any damage or unnatural deterioration will have to be reimbursed or will be deducted from the deposit.

HOUSING TAX (“TAXE D’HABITATION”):

Students residing in an individual flat or house or private residence are required to pay the housing tax if they are registered tenants in the property on 1st January of each year. (Exempted students: those lodged in the Crous or with a family). This is calculated on the type of accommodation (its surface and location). It is sometimes included in the rent (please check when you sign your rental contract).
Your arrival in Rennes

WELL’COME TEAM
Email address: wellcome.arrival2018@gmail.com

The school’s association “Well’Come” is responsible for helping international students upon their arrival. Do not hesitate to contact them.
The association’s objectives are to assist international students with their integration in the School and the city.
Besides picking up the new students at the train station or the airport, the association organises tourist trips (Mount St. Michel, Paris, etc...) and sporting events.

OFII PROCEDURE

You have received from the french Embassy in your country a visa the OFII form. We will provide you with additional information on the visa procedure upon your arrival.
Please, find below the list of documents that you need to complete the OFII procedure:

- Your valid passport
- A list of the shots (vaccinations) you have had
- One official passport photo
- Proof of accommodation with your address in Rennes (a copy of your rental contract is enough)
- Official stamp which costs 60 €. You can buy this stamp which is called a “timbre fiscal” in any “Bureau de Tabac” (tobacco shop)

And if you have any:

- Chest x-rays (taken within the last 3 months)
- Reading glasses
- Hearing aid
- Any results after hospitalisation during the past year
- Any other documents relative to your health which you wish to communicate to the doctor

*EHIC = European health insurance card. EHIC cards to be ordered before leaving your home country and to bring with you (with a copy) during the orientation week.
** Those who fail to do so, they will be asked to pay 215€ for French health insurance (price for 2016-2017).
**CPAM ADDRESS:**
7 cours des alliés - Rennes
Metro Charles de Gaulle
*Open Monday to Friday from 8.30 am to 5.00 pm*

### HEALTH INSURANCE

<table>
<thead>
<tr>
<th>WHO?</th>
<th>DATE OF VALIDITY</th>
<th>COMPULSORY</th>
<th>OPTIONAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>European students</td>
<td>Length of stay at Rennes</td>
<td>All European students must provide a valid EHIC card for the length of their studies at Rennes School of Business</td>
<td>«Mutuelle», complementary health insurance cover (LMDE or SMEBA for example) or private insurance in your home country</td>
</tr>
<tr>
<td>Non-European students</td>
<td>After getting your VISA</td>
<td>Registration at CPAM: etudiant-etranger.ameli.fr</td>
<td>«Mutuelle», complementary health insurance cover (LMDE or SMEBA for example) or private insurance in your home country</td>
</tr>
<tr>
<td></td>
<td>For the first 3 month in Rennes</td>
<td></td>
<td>Private health insurance from student’s home country, waiting for your official registration to the CPAM.</td>
</tr>
</tbody>
</table>
HEALTH INFORMATION - Hospital list

PUBLICS HOSPITALS

CHU Pontchaillou
2, rue Henri Le Guilloux - Rennes
www.chu-rennes.fr
Metro Anatole France ou Pontchaillou
02 99 28 43 21
Urgences/Emergencies
Accueil général / Reception
02 99 28 43 21

Centre Anti-poison
02 99 59 22 22

Urgences Psychiatriques
Psychiatric Emergencies
02 99 28 43 21

Cardiologie (Cardiology)
02 99 28 25 28

Abus sexuel ou aggression
(Sexual abuse or attack)
02 99 28 24 28

Hôpital Sud
16, boulevard de Bulgarie - Rennes
Metro Le Blosne
02 99 28 43 21
RDV/consultation 02 99 26 71 20
Urgences/Emergencies
Gynécologie/obstétrique
Gynaecology/obstetrics
02 99 26 59 29

PRIVATE HOSPITALS

Polyclinique Sévigné
3, rue Chêne Germain - Cesson-Sévigné
02 99 25 51 55
Urgences/Emergencies
02 99 25 52 49

Centre Hospitalier Privé Saint-Grégoire
6, boulevard de la Boutière - Saint-Grégoire
www.chpsaintgregoire.com
02 99 23 33 33
Urgences/Emergencies
02 99 23 36 22

Polyclinique Saint-Laurent
320, avenue Général Patton - Rennes
www.polyclinique-saint-laurent.fr
02 99 25 65 00
HEALTH INFORMATION - English speaking doctors and specialists 2018-2019

Dr LOUAZON Olivier & Ms LE THANH Catherine
26 Place des Lices - Rennes
02 99 35 05 05
Italian – English

Dr HENOCQ Marc
1 Place Du Marechal Juin - Rennes
02 99 65 48 49
English

Dr MORVAN Paul
28 Square de la Rance - Rennes
02 99 30 01 66
English

Dr FROUARD Pierre
1 rue d’Armagnac - Rennes
02 99 59 72 63
English

Dr LOUAPRE Mickaël
15 Avenue Sir Winston Churchill - Rennes
02 99 59 32 94
English
Meet up with local service providers who will be present on these dates to assist you in your administrative “settling in” process in Rennes. Some of the service providers who will be present are: health insurance, rental insurance, banking, mobile phone & internet, transport, as well as the Rennes tourism office, who can give you some tips on how to best discover our beautiful Brittany Region.