

General Information	
Address	MONTPELLIER BUSINESS SCHOOL 2300, Avenue des Moulins 34185 Montpellier Cedex 4, France Phone : +33 4 67 10 25 33 https://www.mbs-education.com/
Head of Institution	Mr. Bruno DUCASSE - Dean
 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: DPAI@mbs-education.com
International Partnerships Coordinator	Ms Lina ROSALES PARRA Phone: +33 4 67 10 25 12 E-mail: upe@mbs-education.com
International Engagement Office	
Director of the International Engagement Office Institutional Erasmus Coordinator	Ms Carole SANTOS MAGLIOZZI Phone : +33 4 67 10 25 17 E-mail: c.santos@mbs-education.com
Administration Officer	Ms Mary O'SHEA-MULLER Phone: +33 4 67 10 28 30 E-mail: assistant-ipo@mbs-education.com
Incoming Students Coordinator	
Head of Incoming Mobility	Mr Vincent FERNANDEZ Phone: + 33 4 67 10 25 61 E-mail: responsable-incoming@mbs-education.com
Incoming student exchange Coordinator	Ms Nassira HOUACINE Phone: +33 4 67 10 26 43 E-mail: exchange-incoming@mbs-education.com
Student Advisor (logistics & administrative procedures)	Ms Wei SALENÇON Phone: +33 4 67 10 60 41 E-mail: information-incoming@mbs-education.com
Outgoing Students Coordinators	
Head of Outgoing Mobility Coordinator for Argentina, Brazil, Chile, Colombia, Dominican Republic, Great Britain, Ireland, Mexico, Morocco, Peru, South Africa, Tunisia.	Ms Brigitte GUEGUEN Phone: +33 4 67 10 26 40 E-mail: responsable-outgoing@mbs-education.com
Australia, Austria, Belgium, Bulgaria, Canada, China, Croatia, Czech Republic, Denmark, Estonia, Finland, Germany, Hungary, India, Indonesia, Italy, Japan, Latvia, Lithuania, Malaysia, Netherlands, Norway, Poland, Portugal, South Korea, Spain, Sweden, Switzerland, Taiwan (ROC), Thailand, Turkey, USA, United Arab Emirates.	Ms Marie-Laurence SETBON Phone: +33 4 67 10 60 02 E-mail: outgoing4@mbs-education.com
Educational Advisor – Outgoing Student Mobility (Learning Agreements)	Ms Mariana CANO-COMELLI Phone: +33 4 67 10 28 07 E-mail: course.coordinator@mbs-education.com

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
- Minimum level of TOEIC 790 or ICIMS 65 or TOEFL IBT of 88 or IELTS 6 or DUOLINGO 100

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

English only OR Mix of French / 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"

	BIBA	Master In Management	
Academic Calendar 2024-25*	Bachelor L3	M1	M2 (for double degree students only)
<u>Fall Semester 2024/2025</u>			
On-line Intensive French Course	20/08/2024 – 30/08/2024	20/08/2024 – 30/08/2024	20/08/2024 – 30/08/2024
Hybrid Welcome Session	09/09/2024 – 13/09/2024	02/09/2024 – 06/09/2024	02/09/2024 – 06/09/2024
Lecture period	09/09/2024 – 13/12/2024	02/09/2024 – 13/12/2024	09/09/2024 – 13/12/2024
Examination period	16/12/2024 – 20/12/2024	16/12/2024 – 20/12/2024	16/12/2024 – 18/12/2024
Holidays	21/12/2024 – 05/01/2025	21/12/2024 – 05/01/2025	19/12/2024 – 07/01/2025
<u>Spring Semester 2025</u>			
Hybrid Welcome Session	06/01/2025 – 10/01/2025	06/01/2025 – 10/01/2025	NA
Lecture period	06/01/2025 – 18/04/2025	06/01/2025 – 21/03/2025	06/01/2025 – 18/04/2025
Examination period	21/04/2025 – 25/04/2025	Continual assessment	21/04/2025 – 25/04/2025
Resit Exams 1 st Semester	03/02/2025 – 07/02/2025	10/02/2025 – 14/02/2025	10/02/2025 – 14/02/2025
Resit Exams 2 nd Semester	09/06/2025 – 13/06/2025	05/05/2025 – 06/05/2025	09/06/2025 – 13/06/2025

*Provisional calendar subject to change March 2024

Practical Information

Accommodation

[Transport and housing at MBS - Montpellier Business School](#)

Expenses (approximate budget per month)

Rent* (including overheads)	450 €
Food expenses	250 €
Transport	0 €**
Montpellier Business School supplies	20 €
Culture	50 €
Leisure	50 €
Other	50 €
TOTAL	920 €

* minimum

** transports within the Montpellier metropolitan area are free for Montpellier Citizens

Health insurance requirements

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