

International Student Guidebook



IPAC⁺



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IPAC

IPAC, created in 1984, is a group of schools located in the Savoie region of France. Next to famous ski resorts and very close to Geneva in Switzerland, IPAC welcomes around 1900 full-time and part-time students in its different campuses.

IPAC offers students many different national vocational degrees as well as French and European recognised Bachelors and MBAs.

IPAC has very good relationships with a large number of local companies and is continuously developing partnerships abroad.

We are very pleased to welcome you for your next academic year and hope you will have a great time at IPAC!

IPAC International Office team

IPAC is proud to welcome International students. The International office is there to answer your questions and to support you in the administrative procedures.

Head of international Office :
Géraldine HUSSENOT



International mobility manager :
Anais Texier

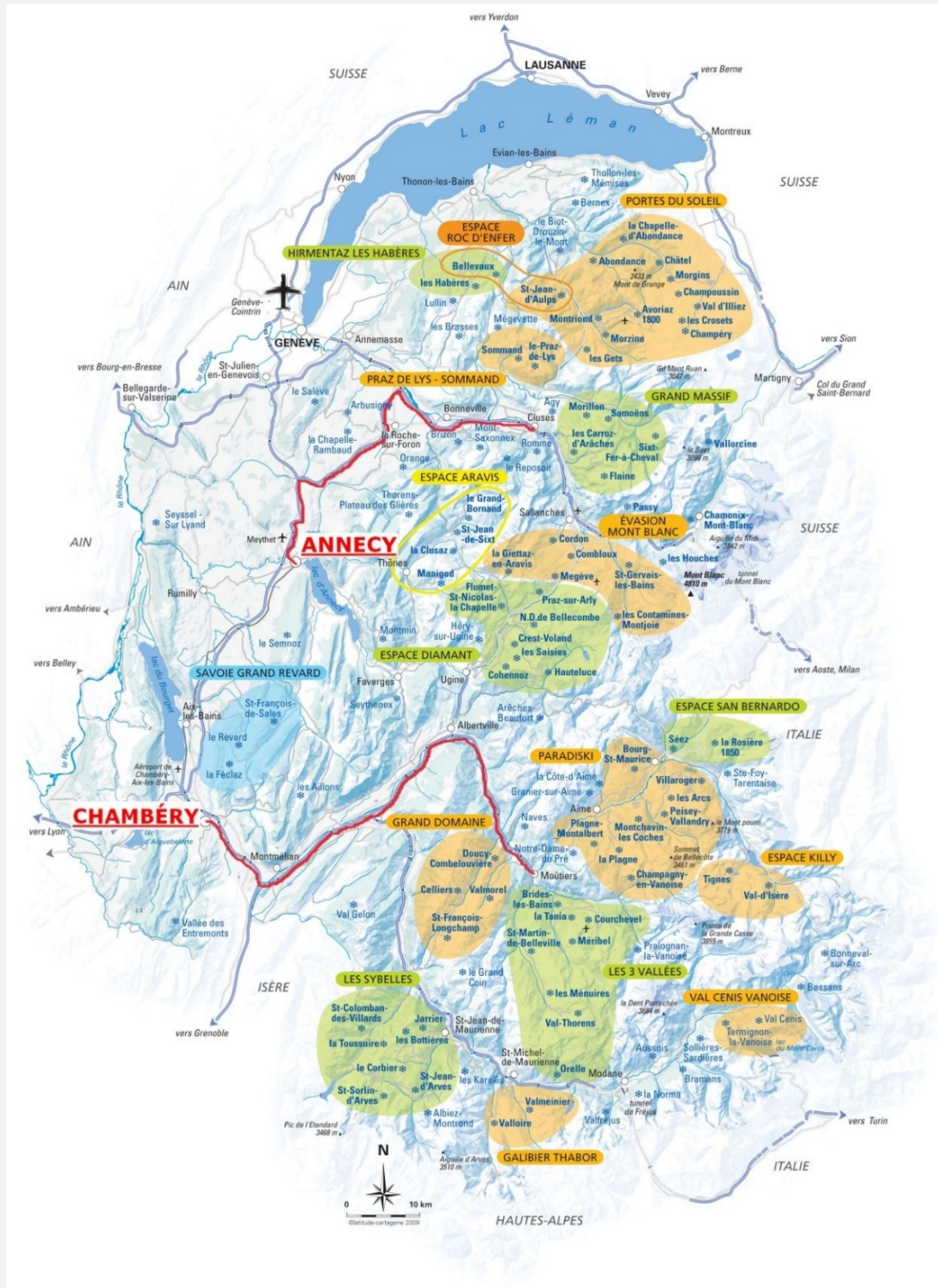


Address : IPAC Siège, Savoie Technolac BP50347, 15 boulevard de la mer caspienne, 73377, Le bourget-du-lac.

Mail : international@ipac-france.com

The French Alps

Cultural heritage, beautiful lakes, peaceful landscapes, nature reserves and parks, hundreds of activities, gastronomy...



Annecy Area

Annecy is located at the feet of the alpine mountain range, on the purest lake of Europe surrounded by breath-taking scenery.

Known as the “Venice of the Alps”, with its canals, Old Town, lake, castles, famous hotels and restaurants, Annecy is a bustling city all year round with lots to see and do.

The town is a gateway to world famous ski resorts such as Courchevel, Tignes, Val d’Isère, and the regional, natural parks of Chartreuse, the Bauges and the Vanoise National Park.



Annecy is a charming city of art and history, where you can easily meet the locals & discover the French culture.

Summer



Winter



The top 10 things to do in summer:

1. Swim in the purest lake in France.
2. Water ski on the lake.
3. Hike through picturesque landscapes.
4. Visit Geneva.
5. Visit Annecy’s medieval town.
6. Paraglide over the lake.
7. Go to Musilac International festival.
8. Enjoy the beautiful fireworks of the lake festival.
9. Enjoy the biggest international animation film festival.
10. Enjoy the annual cows transhumance festival.

The top 10 things to do in the winter:

1. Ski on the most prestigious ski slopes.
2. Go to the spa in Aix-les-bains.
3. Discover traditional Savoie dishes: raclette, tartiflette, fondue etc.
4. Go to the “lights” festival in Lyon.
5. Go to the Christmas market on the lake side.
6. Taste local mulled wine.
7. Visit the beautiful village “Yvoir”.
8. Take the ski lift to the aiguille du midi and walk into the void (3842m).
9. Go to an Alp horns concert.
10. See the biggest mushers race.

Traditional Savoyard dish

Fondue:

Savoyard fondue is a regional dish made of melted cheese and bread. It is prepared with local products such as Conté, Beaufort, Gruyère from Savoy, Emmental from Savoy or even Abundance.



Raclette:

Raclette is a traditional and emblematic dish, often eaten in winter. It involves melting raclette cheese and scraping it over potatoes and charcuterie.

Tartiflette: Tartiflette is a recipe inspired by most traditional Savoyard cuisine recipes. The ingredients include potato, onion, bacon, reblochon cheese, baked in the oven.



Diot polenta:

Diot is a regional sausage, served with polenta

Croziflette:

Croziflette is like tartiflette but the potatoes are replaced by crozets, which resembles very small square pasta.



Climate

Month	AVERAGE		number of rainy days
	Max °	Min °	
January	4	-3	9
February	7	-2	7
March	11	1	8
April	15	3	8
May	19	8	10
June	23	11	9
July	26	13	7
August	25	12	8
September	20	9	7
October	15	5	9
November	8	1	9
December	5	-2	9

Budget to live in Annecy (per month)

Essential Budget per month :

Accommodation	550
Food	175
Transport	22
Internet	20
Healthcare	25

Non essentials Budget :

Packet of cigarettes	10 €
Bottle of alcohol (spirit) in a shop	15 €
Beer pack in a shop	10 €
Pint of Beer in bar	5,50 €
Paddle	17€ 1 hour
ski rental, shoe and ski pass for one day	100 €
Gym	25/month
Restaurant	20-25€
McDonalds	9-15 €
Taxi	2€ per km

Grading System

Tests and exams are marked strictly according to the official grading system used by French schools, all of which contribute to the final score. Marks are out of 20.

ECTS Grade	IPAC grade	Definition and Appreciation
A	$17 \leq \text{grade} \leq 20$	EXCELLENT – very few errors
B	$14 \leq \text{grade} \leq 16.99$	VERY GOOD – few errors
C	$12 \leq \text{grade} \leq 13.99$	GOOD – some errors
D	$10 < \text{grade} \leq 11.99$	SATISFACTORY – significant errors
E	grade = 10	SUFFICIENT – minimum effort
FX	$06 \leq \text{grade} \leq 09.99$	FAIL – retake session probable
F	grade ≤ 05.99	FAIL – retake session compulsory

Average scores are also calculated per Study Unit, and you need an average of at least 10/20 to get the ECTS credits. So be careful when you chose your subjects.

The ECTS credit system

The European Credit Transfer and Accumulation System (ECTS) is an important element of the Bologna Process, meant to help international students make the most out of their study abroad experience. Initially, the ECTS was directed towards Erasmus students, as a tool for acknowledging courses and programmes they studied abroad.

The ECTS is a learner-centered system based on the student workload required to achieve certain course outcomes. The workload refers to the amount of time a student needs to complete the learning activities, such as self-study, seminars, projects or exams, to achieve the course outcomes.

A full-time student would need to complete 60 ECTS per academic year.

Why introduce ECTS?

ECTS makes study programmes easy to read and compare for all students, local and foreign. ECTS facilitates mobility and academic recognition. ECTS helps universities to organise and modify their study programmes. ECTS can be used across a variety of programmes and formats. ECTS makes European higher education more attractive for students from other continents.

What are the key documents of ECTS?

The Learning Agreement contains the list of courses to be taken and agreed upon by the student, home university and destination university. In case of credit transfer, the Learning Agreement has to be agreed upon by the student and the two institutions concerned before the student's departure and to be updated immediately when changes occur.

The Transcript of Records documents the performance of a student by showing the list of courses taken, the credits gained as well as the local grades and possibly ECTS grades awarded. In case of credit transfer, the Transcript of Records has to be issued by the home institution for outgoing students before departure and by the host institution for incoming students at the end of their period of study.

Visa procedure

https://france-visas.gouv.fr/en_US/web/france-visas/student

To contact Campus France



Find the nearest office :

<https://www.campusfrance.org/en/espaces>

Resident Permit

Resident Permit Procedure for non-European students

Students from outside Europe must obtain a long-term student visa marked (Visa étudiant) if they intend to study in France for more than 6 months.

As soon as you arrive in France, you'll want to take two important steps to comply with French immigration regulations. The sooner you get these formalities out of the way, the smoother and more pleasant your stay will be. Since you are going to stay more than 3 months in France you must obtain a student residency permit (which is distinct from a visa), within two months of your arrival in France.

Important documents for students staying more than 3 months:

Students must register at OFII (Office Français de l'Immigration et de l'Intégration). To do so, the student must go to the "Mairie" (town hall) of the town he/she lives in and give all these documents to the person in charge of immigration procedures:

- ✓ birth certificate translated in French
- ✓ passport + visa
- ✓ health insurance covering health expenses in France
- ✓ enrolment certificate at IPAC
- ✓ bank account in France + proof of sufficient income (ex: academic grant, salary) thanks to bank receipts
- ✓ proof of address (electricity or telephone bill, householder's attestation)
- ✓ if you are married: copy of your family record book

The Mairie in Annecy is located at:

9 Boulevard Decouz
74000 Annecy
Telephone: +33 4 50 33 88 88

A few important things to note:

1 - A tourist visa cannot be converted into a student visa in France or in any other country of the European Union.

2 - If you plan to complete two programs (such as a program in French as a foreign language, followed by an academic program), you must obtain admission to both programs before applying for your visa so that your visa will be valid for the duration of your period of study. French visas cannot be extended.



How to get to Annecy

BY PLANE - 2 International Airports

GENEVA

Aéroport International de Genève-Cointrin
 CP 319 – 1215 Geneva 15 – Switzerland
 Information: +41 22 79 93 111
 Arrival and departures: +41 22 79 82 000
 Internet: www.gva.ch

Annecy > Genève: 40 min

Annecy > Chamonix-Mont Blanc: 1 hr

Annecy > Lyon: 1 hr 30 min

Annecy > Paris: 3 hrs 30 min

From and to the airport:

BY CAR: 30 minutes from Annecy (motorway)

BUSES: from Geneva Airport to Annecy buses “Frossard”: around 21€ return trip. It takes 1 to 2 hours (depending on the route) www.frossard.eu. Some buses are not direct, you first need to take a shuttle bus/train to Geneva bus station (“Gare Routière”)

TRAINS: Trains from Geneva Central Station to Annecy between 16€ & 30€ depending upon your age & the departure time. (1hr 50) www.voyages-sncf.com

LYON

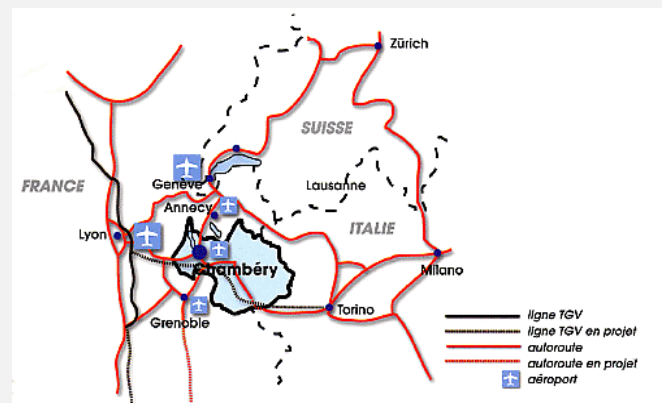
Aéroport International de Lyon Saint-Exupéry
 BP 113 / 69125 Lyon Saint-Exupéry – France
 Information : + 33 (0)4 72 22 72 21
 Internet: www.lyonaeroports.com/

From and to the airport:

BY CAR: Lyon Saint-Exupéry airport is 1 hour 20 minutes from Annecy

BUSES: 6 buses per day run by the company “Crolard”: 34€ to Annecy (2hrs) www.voyages-crolard.com

TRAINS: Trains from Lyon Airport to Annecy between 30€ & 60€ depending on age & departure time (1hr 45) www.voyages-sncf.com



Other airports

- Grenoble Airport: regular flights to and from the UK, Amsterdam and some other European cities. www.grenoble-airport.com
- Chambéry Airport: flights to and from the UK during the winter ski season www.chambery-airport.com
- Annecy Airport: flights to and from Paris and other destinations in France www.annecy.aeroport.fr

BY TRAIN

On the TGV: 3hours 30 min from Paris to Annecy. www.voyages-sncf.com

BY CAR

Road distances from Annecy:

Paris: 567 km (5hrs 45 min)

Lyon: 135 km (1hr 40 min)

Geneva: 50 km (40 min)

IPAC can book the airport pick-up.

All you need to do is inform us when sending the student's enrolment, and we will invoice this service as follows:

One way to/from Annecy:

- From Geneva: 115€

- From Lyon: 140€

Airport arrival transfers must be paid in advance.

Transportation within Annecy

- **Bus** – In Annecy, monthly student card (under 26 years old), 24€
- **Bike** – In Annecy, one month's rent for a bike costs 11€ (62€ per year. Warning: 250€ deposit required).

BBI Course (can be subject to change)

The Bachelor in International Business studies with Marketing is taught fully in English. It gives international students high quality business knowledge alongside guidance from international lecturers. Students are also given the opportunity to gain a strong professional experience. After completing this course, graduates can seek employment in marketing and in other related positions.

	Crédits ECTS
Strategic marketing	2
Market studies	2
International development	2
International communication strategy	2
Business policy and customer relations	2
International negotiation	2
International distribution	2
Web marketing communication	2
Sales force management	2
Professional communication	2
Management of people and organisations	2
International legal framework	2
English	6

Diploma

Erasmus students get a transcript.

Students registered as direct entry students are granted a Recognised State diploma (French National directory of professional certification), Level 6 (European Qualifications Framework).

Provisional Calendar

Courses will be held between September 3rd and December 24th at the latest.

Internship (not for Erasmus students)

If you do the full BBI program. You will be able to do a 5-month internship in France or anywhere else in the world.

Minimum length of the mission:

The internship must last at least 19 weeks. The minimum length can be reduced with the agreement of the Head of the programme in specific cases.

The internship must have a link with the academic subjects of the programme.

IPAC accompanies each student to find a company but each student must also search on his/her own.

Along with the internship, students will write a professional project report.

PROFESSIONAL PROJECT

The objective of the professional project is to use the company's environment to develop a project allowing the student to apply all or some of the skills necessary to obtain the degree.

The project presented in the professional project can be real or imaginary. However, it must be done as if an immediate implementation would be possible when defending it the first week in June.

The project must be presented in a 15-page report (without appendixes) and handed back to the Head of the programme on the first day of the case studies week in June .

It will then be defended in English in front of a jury in the same month.

The evaluation of the professional project will be done on the written report and the oral presentation. Assessment of both items will lead to one single grade.

A specific reference guide develops the expectations for the completion of the professional project.

Accommodation

Students will need to fill in the booking form (previously sent via e-mail) and the payment details for direct transfer to our accommodation office.

The residence offers studio flats all equipped with internet access and are a 20 mn walk from IPAC or 10 mn by bus



Testimony:

<https://www.youtube.com/watch?v=C-Ab33lwpto>

Dear Ma'am,

Glad to hear from you,

I had amazing experience while Studying at IPAC. The campus is small and we don't have to walk long distances to deal with different departments.

People here are really friendly and are ready to help us at every step.

I felt adapted in the environment in a day.

The way the courses were framed and scheduled was different and really convenient.

The examinations at the end of every week was a big relief in having a fresh remains of the topics.

We had enlightened professors and it was fun communicating within the classroom and working in different groups and also the store visits and the industry visit were really helpful to understand the topics, assignments and presentations were also very precised and we got valuable feedbacks as well.

Our batch mates were really frank and we started hanging out together, right from the day I met them. We used to play, party, go for trips, cook and do many more things together. I made a lot friends and I believe they also did. Annecy is beautiful city and it has its characteristics changing as per the climate, in summers its always alive, we enjoy a lot being near the lake, cycling around the lake, paragliding, swimming and in winters it's a hub for all the ski stations nearby as its near to a lot of ski slopes.

Coming to the internship, I have awesome internship I really like working here as its a NGO and their first project is about to be released in the coming months, as of now I work in a small group of 4-6 people and they are really good and I feel open to keep my points and ideas to contribute to any decision making.

I am grateful to our program director to help us find internship till the end. Even the professors at Ipac showed a great support and were always ready to guide us in learning as well as finding internship.

I am thankful to the entire team of IPAC and it was a great opportunity.

I am thinking of taking admissions in masters and also applied in some universities in Europe after starting my internship in Geneva I want to be in Europe, work and build my career.

I am still staying in Apart'City but going to shift near the train station in Annecy by first week of March, I prefer staying in Annecy until June by then I will be done with the internship and the professional project.

Please find attached some photographs from my journey.

Thank you very much for your support And for giving me this chance to express myself.

Scincerely,

Ayush



Enjoy your stay and studies in the French Alps !