

## Exchange Students – Checklist

Exchange students seeking admission at Rennes School of Business are expected to submit all the required documents mentioned below:

| Before acceptance (documents to submit by post): |   |
|--|---|
| All students                                     | <input type="checkbox"/> Fully completed application form signed by the student and the Home University ( <u>with the official stamp</u> of your home institution).<br><input type="checkbox"/> Official transcripts <u>with the official stamp</u> of your home institution.<br><input type="checkbox"/> CV (in English).<br><input type="checkbox"/> Motivation letter (in English).<br><input type="checkbox"/> 1 photocopy of your passport.<br><input type="checkbox"/> 1 passport photo.<br><input type="checkbox"/> English certificate.<br><input type="checkbox"/> A list of courses you wish to take. |

| Upon acceptance (documents to submit during the Orientation Week – Front Office): |  |
|---|--|
| Non-European students   | <input type="checkbox"/> 215€ (cash or credit card) for the health insurance.<br><input type="checkbox"/> 1 photocopy of your passport.<br><input type="checkbox"/> 1 photocopy of your visa.<br><input type="checkbox"/> 1 photocopy of the page with the custom stamp stating on which day you arrive in France ( <i>therefore, please do this once you are in France</i> ).   |
| Non-European Students who have a visa "ETUDIANT"                                  | <input type="checkbox"/> 215€ (cash or credit card) for the health insurance.<br><input type="checkbox"/> OFII form (issued by the Embassy with your visa).<br><input type="checkbox"/> 2 photocopies of your passport.<br><input type="checkbox"/> 2 photocopies of your student visa.<br><input type="checkbox"/> 2 photocopies of the page with the custom stamp stating on which day you arrive in France ( <i>therefore, please do this once you are in France</i> ). |
| European Students   | <input type="checkbox"/> Photocopy of your EHIC card (valid for the length of your studies).   |

| Other documents to submit during the Orientation Week (for the bus-pass, bank, CAF...):  |  |
|--|--|
| For the bus-pass, etc...<br>All students   | <input type="checkbox"/> Several identity photos.<br><input type="checkbox"/> 1 photocopy of your passport (European students can submit a copy of their identity card).<br><input type="checkbox"/> 1 photocopy of your visa (not applicable to European students).<br><input type="checkbox"/> Proof of accommodation (rental contract, electricity bill, ...).<br><input type="checkbox"/> 1 copy of the ESC Rennes acceptance letter or registration certificate.  |
| <u>Students who are eligible for housing allowance</u><br>(European Students and non-European students who have a visa "ETUDIANT") | <input type="checkbox"/> A certificate signed by your landlord or estate agency stating your address in Rennes (rental contract).<br><input type="checkbox"/> 1 copy of your passport (European students can submit a copy of their identity card).<br><input type="checkbox"/> 1 copy of your visa (not applicable to European students).<br><input type="checkbox"/> 1 copy of the ESC Rennes acceptance letter or registration certificate.<br><input type="checkbox"/> A bank identity statement (in order to receive the allowance – this will be issued when you open your bank account in France).<br><input type="checkbox"/> Confirmation letter from the OFII (only for non-European students).<br><input type="checkbox"/> Birth certificate (less than 3 months old) with or without <i>apostille</i> (depending on your country). |