



Welcome to IPAG PARIS

2025/2026





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INTERNATIONAL OFFICE



The International Office is located at the Beaugrenelle Campus. If you need to come and see us, make an appointment at j.garcia@ipag.fr or go to:

- 10 Rue De Théâtre, 75015

- 4th Floor by appointment, or during office hours only

 Monday-Friday	Fridays
9h30 - 12h30 ; 14h30 - 17h30	9h30 - 12h30 ; 14h30 - 16h30

*Please make an appointment to come to the international office.**



Jaime Garcia
International Experience
Officer IPAG



GET TO KNOW YOUR UNIVERSITY



Founded by an advisor to General de Gaulle, the academic **Jacques Rueff** in **1965**, IPAG prepares students for **management positions in the corporate world**. It is characterized by its unique academic environment and its close relation to contemporary business issues.

96%
of young graduates
find employment
in less than
6 months

54%
of Ipagians start
their professional
careers in large
groups



WHERE TO GO?

BEAUGRENELLE CAMPUS :

IPAG Business School – Beaugrenelle
10 rue du Théâtre
75015, Paris



CAFETERIAS

A: 3 rue Mabillon

B: 45 rue des Saint Pères

University cafeterias are called *Resto-Us*.
Here you can use your student card.

FOCUS ON...

IPAG PARIS TEAM



Émilie Lacroix
International
Relations
Director



Yasmine Nobre
International
Development
Coordinator



Jaime Garcia
International Experience
Officer IPAG



Diarra Ngom
Outgoing International
Mobility Coordinator



WHAT IS STUDENT OFFICE ?

The Student Office is the **administrative department of registration for students at IPAG.**

Their responsibilities include assisting students in the registration process, obtaining a student card, accessing IPAGORA, keeping academic records and many more.



Campus Paris :

10-12 rue du Théâtre
75015 Paris – 2nd Floor



Paris mail :

studentoffice.paris@ipag.fr

CVEC - Contribution to student and campus life

● **92€ per year**

For all students with exceptions, appointment on:
IPAGORA -> My Account -> CVEC Statement

Any questions : https://zen.ipag.fr/hc/fr/articles/360014678320-lpagora-%C3%A9tudiants-guide-de-prise-en-main#h_01ED3QWB201236S20GKAASYBRB

STUDEN CARD



No photo = no student card

Your student card will be a great asset to you during your time at IPAG. Not only does it identify you as a student here, but it also gives you access to lots of other facilities.

You can:

- Access the university cafeterias (Resto-Us)
- Access the library and its resources, including a variety of newspapers, books and online data bases.
- Get discounts in some shops (you will be provided with a list of places in which it can be used.)

RESOURCES



IPAG ZEN :

For any questions about technical issues, including email accounts, passwords, IPAGORA accounts, please refer to the IPAG ZEN Help Centre:
<https://zen.ipag.fr/hc/fr>

MY IPAGORA :

Download the app My Ipagora on your Apple or Android device. This is where you may find grades, notify absences etc.

IPAGORA STUDENT :

IPAGORA is the administrative platform which you will use during your time at IPAG Business School. Here you can find enrollment letters, transcripts, notify absences etc.

For more information :

<https://zen.ipag.fr/hc/fr/articles/360014678320-Ipagora-%C3%A9tudiants-guide-de-prise-en-main>



MODIFYING PERSONAL DETAILS

Go to IPAGORA > My Account > My Information

No requests for changes sent by email will be treated

Student Office Information

IPAGORA is the university's online, interactive teaching platform. It is available in French and English, from anywhere in the world.

It provides students with more than 300 e-learning modules in all areas of management, finance, marketing, strategy, human resources, people management and personal project development.



STUDY AND EXAMS



ASSESSMENT

Although we want you to have as much fun as possible at IPAG, it is important that you engage fully in your studies. Assessment procedures are explained in the School's Academic Regulations as well as in your course syllabus.

While you are studying at IPAG, your learning and progression will be assessed in different ways, such as individual exam, essays, reports and presentations, as well as individual and group participation.

CLASSROOM ETIQUETTE



The use of mobile phones in class **will not be tolerated**; in this case, professors may withhold your phone from you until the end of the class. Attendance is compulsory - any unexplained absences will be reported. All students must be punctual and arrive on time. If you arrive late, this will be reported.

ATTENDANCE

In order to get the most from your academic experience at IPAG, attendance and punctuality are mandatory for each and every class. Regular unauthorized absences or tardiness will have a negative impact on your continuous assessment mark. Attendance is taken by professors at the beginning of each class, and this information is provided to the school administration on a regular basis. More than three unauthorized absences will result in your being withdrawn from the programme.

Students who are regularly absent, whether authorized or not, may be subject to additional academic penalties. Any student who arrives to class after attendance has been taken will be marked as a late arrival and/or absent.



CLASSROOM ETIQUETTE



DRESS CODE :

- Avoid flip flops + shorts
- No Hats
- No Food and soft drinks: Cafeteria only or outside
- The use of mobile phones in class will not be tolerated
- Attendance is compulsory — any unexplained absences will be reported.
- All students must be punctual and arrive on time. If you arrive late, this will be reported.



IMMIGRATION INFORMATION



International students who are not from a country within the EU and have been accepted at IPAG must apply for a visa with **Campus France**.

<https://www.campusfrance.org/fr/ressource/paris>



I would like to apply or renew my residence permit

To renew your visa, you will need to visit this link :

<https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>

You will need to create an account, fill out the form and download the requested documents. You can track your progress in your account. At the end, you will need to validate your request to obtain a proof of deposit. Remember to keep your details up to date !



Validate your VLS-TS long stay visa

You must validate your visa upon arrival – within the first three months.

This can be done online and costs 50€. Go to this website :

<https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>



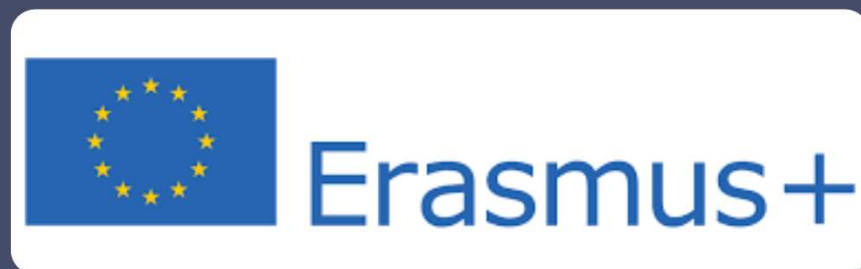
You will need :

- Your passport number
- Your visa number
- Your address in France
- The date you arrived in France
- A bank card to pay

You must do this in order to be legally present in France.



ERASMUS



1

You are not authorized to take any courses without the mobility coordinator's approval. You do not make any changes on your learning agreement without your home university's and IPAG's coordinator's authorization.

2

If you need a transcript, Erasmus document, certificate: **make a request 48 hours in advance;** you may then pick up your document with the international relations assistant.

3

Anticipate!! Do not wait until the last minute for Learning Agreement Erasmus signatures; make an appointment if you need an urgent document and/or a signature with your mobility assistant.

4

For academic issues; grades, professors, exams, your contact is the academic coordinators:
Chloé LAUPY/Thuy DAO

5

For international exchange and Erasmus issues, your contact is the International Experience Officer: **Jaime GARCIA / The International Mobility Assistant.**

CAREER CENTER



Contact

Guillaume TREBUCHON

Responsable Career Centre

✉ g.trebuchon@ipag.fr

OUR MISSION

Career Center helps IPAG students in planning their career, in order to successfully enter the job market after graduation: find your path, identify the opportunities that fit you, and succeed in a company.

The Career Center is available online from Monday to Friday from 12pm to 1pm. Ask your questions!



Contact Info:

IPAG Career Center – LinkedIn

Email : relations-entreprises@ipag.fr



ON-CAMPUS:

Career Center team is present in the main hall at 184 Saint-Germain blvd, every **Wednesday morning** from **11am** to **1pm**



ON-LINE:

Our virtual Career Center gives you access to the tools, career advice and news on upcoming events



JobTeaser : https://ipag.jobteaser.com/fr/users/sign_in?back_to_after_login=%2F



**DISCOVER
MOMJI**

Momji is a leading french company specialising in bilingual, home-based childcare.

Their mission is to help children discover new cultures and new languages so that they grow up in a more tolerant world. The goal is to stimulate their curiosity by immersing them in a new language. Momji is always on the lookout for new candidates for their nannying and teaching jobs. They offer more than **3,000 jobs every year** that can be perfectly adapted to your schedule

NO FRENCH NEEDED

Work in the language you want on a flexible basis !

More than a job...

Join a large multicultural community in France and get access to exclusive events and great days tailored to you !

Apply with this link : [application form](#)



Website : www.momji.fr/en



Instagram : @momji_jobs

LIBRARY



Monday-Friday

8h30 - 18h30



Beaugrenelle Campus (15th Arrondissement)

IPAG Business School – Beaugrenelle

10 rue du Théâtre

75015, Paris



Librarian : Yves Hourmant – y.hourmant@ipag.fr

phone : 01-53-63-05-21

FINDING A PLACE



IPAG Business School has launched a new housing platform to find student housing and student accommodation in France or abroad: <http://housing.ipag.fr>
Please select the tab “log in” and follow the instructions to “create your account”.

Enter the registration key: MKTOc7SA



IPAG has a partnership with a French guarantor service called Garantme, in order to help you access a wider range of accommodation and to make signing a renting contract easier. **Payer la taxe de séjour de € 50 euros . Vous pouvez acheter en ligne un timbre électronique. L’option vous est propose à l’écran.**



ERASHOME: specialises in assisting international students who are looking for an apartment or flatmate(s). They also help students with administrative procedures: **bank accounts, CAF etc.**
www.erashome.com

FINDING A PLACE



HousingAnywhere is one of Europe's largest rental sites. Young professionals and students looking to rent a home are matched with accommodation providers, ranging from private real estate owners to large-scale property managers.

<https://housinganywhere.com/s/Paris--France>



Spotahome is one of Europe's leading online platforms specialising in mid to long term furnished accommodation. 100% Online booking, customer support and thorough verification process.

<https://www.spotahome.com/fr>

OUR PARTNERS



Appartager provides housing for exchange students in the UK, US and France. Their global platform allows communities to publish, search and find accommodation. Appartager is the largest platform for finding people to live with !

<https://www.appartager.com/ile-de-france/colocation-paris-ile-de-france>

IMPORTANT



- ❖ It is **NOT A GOOD IDEA** to rent accommodation found on **Facebook** groups.
- ❖ There have been several incidents this year where students have been scammed and lost a lot of money.
- ❖ The people offering apartments or rooms have no credentials and are therefore not always reliable. It is better, where possible, to always go through **trusted websites**.
- ❖ In this housing catalogue, there are several companies which provide student accommodation.
- ❖ The platform IPAG Housing is also a useful tool.

Start looking early !

Be flexible and do lots of research

If you are in temporary accommodation in Paris, looking to find something more permanent – try to go and visit the apartments you are considering so you can see them for yourselves.

WELCOME TO PARIS

For overseas students, we have put together some **useful information** for getting started in Paris, such as tips on opening a bank, phones, social security, transport, as well as fun things to do in Paris!

BANKS

Having a French bank account is very useful as it avoids exchange rate charges and your card is a lot more widely accepted. Unlike other countries, you need to pay to open an account in France (such as cost of a bank card and monthly fees). Therefore, you should look for banks which offer student deals to select the best package for you.

Some reputable banks are:

- Caisse d'Épargne
- BNP Paribas

If you wish to open a bank account, please contact the International Office:

Jaime GARCIA - j.garcia@ipag.fr



WELCOME TO PARIS

PHONE

Many services in Paris require a French telephone number (such as getting a travel pass). One way of getting around this is buying a pre-paid sim card which you top up when you need to.

Alternatively, you can find good phone deals offered by some of the phone companies shown.

We recommend Free.fr as they offer some of the best contract deals, some of which you can end at any time.



Sans engagement
No contract



TRANSPORT



What is VELIB?

- **Velib** is the bike-hire system offered in Paris. They offer lots of different subscriptions or you can pay by the minute. It is often the quickest way to travel, especially on short journeys. It is important to remember that after 30 minutes you should return the bike to one of the many stops and get a new one to avoid extra charges. For more information go to: <https://www.velib-metropole.fr/>

Lime scooters are also a fun way to get around !

What is NAVIGO?

- A **Navigo Pass** is a means of payment for public transportation in the Île-de-France region. It includes the Metro, RER, Bus, Tram and Train.

It allows unlimited travel on selected areas at the time of purchase. The Navigo weekly pass is valid from Monday to Sunday, and the Navigo monthly pass is valid from the 1st day of the month to the last. They allow unlimited travel in selected areas. You can take all forms of transport in Ile-de-France:

Metro, RER Bus, Tram and Train.

<https://www.iledefrance-mobilites.fr/en>



IMAGINE R STUDENT PASS



There are a variety of passes you can buy (monthly, weekly, yearly), they mean you don't have to buy a ticket every time you travel.

The Imagine R student pass is a pass just for students and lasts the whole academic year.

You can register + apply online and receive your travel pass in the post.

You pay **30€ a month + a fee for the first month (8€), or all at once (350€).**

Travel zones include 5 zones including Disneyland !

Use the link below to find out more :

<https://www.iledefrance-mobilites.fr/en/tickets-fares/detail/imagine-r-student-ticket#How-to-get-it>



Use this video to help you set up your account and apply for your pass :

<https://www.youtube.com/watch?v=qBbl8dIpFSQ>

You can travel on many different modes of transport using your Imagine R student pass, it's a great way to get around and see the city !

EMERGENCY CONTACTS



In the event of a major incident during your stay in France :

- Make sure you are in a safe environment ;
- Contact your family in France or internationally as soon as you can in order to reassure them by using the safety check on Facebook if it is activated.
- Consult the government's social media pages and news in order to stay updated with the situation.

Safety measures you can take to stay safe :

- Follow the government's social media pages.
- Follow Campus France on social media
- Memorise the emergency numbers.
- Take note of where your country's embassy is located.



French emergency number for students :

0 806 000 278

Important Emergency Numbers :

- 112** European emergency number, if you are a victim or witness of an accident which took place within the European Union.
- 15** Ambulance number, to obtain emergency medical assistance.
- 17** The Police number, to alert the services of a situation where police intervention is required.
- 18** The Firefighters number : To alert the services of a situation where a person is in immediate danger or has had an accident.

SOCIAL SECURITY



Social security registration is mandatory and free of charge and will entitle you to reimbursement of your health care expenses. For more information visit: <https://etudiant-etranger.ameli.fr/#/>

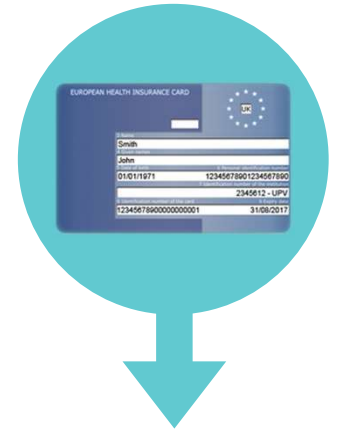


Qiti is an international insurance expert for expatriates, facilitating your arrival in France by finding health insurance that suits you. Whatever your situation, QITI will find the most appropriate solution for you to enjoy a peaceful stay in France. For more information visit: <https://qiti.eu/student>



Heyme is health insurance that is aimed at students. Cover include: "Civil responsibility" for internships and daily life, and repatriation assistance (in France) for you stay abroad. There are four levels of cover with prices ranging from 9,90€/month to 39,90€, which includes cover for dental treatment and hospitalisation.

For more information visit: <https://heyme.care.fr>



European students must provide IPAG with a copy of their European Health Insurance Card.

Non-European students must purchase international insurance before arriving. You should have a health insurance policy (e.g. European Health Insurance Card and/or private insurance), which covers you for the entire duration of your time abroad.

For UK students there is a GHIC card

UNIVERSITY MEDICAL SERVICE



Centre Colliard

 Centre de santé

Open Monday to Friday, 9h to 12h30 - 13h30 to 17h

- **General Practice**
(basic medical care, follow ups...)
- **Gyaencology**
(birth control, detection cervical smear...)
- **Dental Care**
(consultation, follow up...)
- **Psychiatry**



Possibility to have a free medical exam at :

Make an appointment with Service de Santé Étudiante

<http://www.centrecolliard.fr>

<https://www.doctolib.fr/centre-de-sante/paris/centre-colliard>



Phone number:

- Accueil Médical

01 85 56 00 00

- Accueil Dentaire

01 85 56 00 01



Select the following

- **Speciality:** Médecine préventive
- **Place:** Université Paris Descartes
- **Reason:** Health Exam
- **Curriculum:** P5 - IPAG

WHAT TO DO IN PARIS



Paris is the most touristic city in Europe thanks to its many attractions such as the **Eiffel Tower**, **l'Arc de Triomphe**, **Notre-Dame**, **le Louvre**, **Sacré-Coeur** and so many more. You should visit as many of these as possible and take in all of Paris' impressive views. They are even more beautiful at night, as Paris is known as the city of light.

There are also a lot of other attractions in Paris, which let you explore the city further, and a great thing is that a lot of them are free! You should take time to appreciate the many gardens that Paris has, such as Jardin du Luxembourg located near the university. Paris is also a great place to shop, and it doesn't always have to be expensive. Check out the many food markets that take place, such as Marché d'Aligre and Marché Bastille. Paris has a great night life including clubs on boats and lots of cool bars.



Le Bateau Phare is a converted fireman's boat where live bands play and there is also a culture of Speakeasies; mysterious yet glamorous hidden bars, which are accessed through weathered shop fronts, restaurants and laundrettes. You can even join the Paris Roller, , just bring your roller-skates and meet outside the Tour Montparnasse at 10pm and you can roller skate in the streets of Paris with hundreds of other skaters, every Friday night for free!



LOST IN FRENCHLATION



Lost in Frenchlation brings the best of French cinema to the international community in Paris by screening French films with English subtitles every week at independent cinemas.

Contacts :

Check www.lostin frenchlation.com to see the full programme !

 www.facebook.com/lostin frenchlation

Their Mission

They want to break the language barrier and allow non-French speakers to access world-renowned French films, and they want to be a hub for the international community to get to know each other as well as native Parisians.

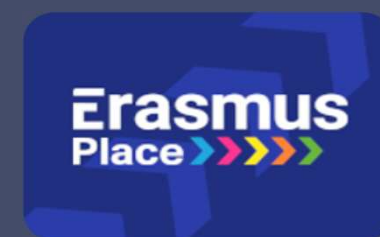


ERASMUS PLACE

Social Life



Get involved in the many events for Erasmus students where you can meet new friends of all kinds of nationalities !



It is not always easy to find your bearings and friends right away when you arrive in a country and city that you do not know. **ErasmusPlace.com** is intended for 18-26 year olds of foreign nationality living in France.

638 housing listings

Find all our rental listings for free and contact individuals and professionals directly via our platform.



For more information, please visit : **www.erasmusplace.com**



25 destinations in France including Mont-Saint-Michel, châteaux de la Loire, Cote d'Azur, Bordeaux ...all from 89€

Need a cool job ?

Contact professionals through our platform to find an internship or job during your stay in Paris !

CROUS RESTO U



It is open Monday to Friday 11 :30-14 :00

So is perfect for a quick and easy lunch ! There are many different ones in Paris so google « Crous Restaurants » to see if there is one near your accommodation. You pay for your meal using your bank card.

- **A cheaper alternative** to eating out all the time is CROUS Restaurants. They are located throughout the city and offer less expensive meals to students.

All you need is your IPAG student ID card to prove you are a student !



There is a CROUS cafeteria near the IPAG Saint-Germain Campus. It is located on **3 Rue Mabillon, 75006 Paris**. **Go check it out after your classes !**

STUDENT UNIONS



BDE

The BDE (elected each year) plans multiple events including: Numerous soirées, including a big Gala; Various humanitarian, cultural etc. events; The BDE is an integral part of IPAG student life and is always available to respond to requests from students.



BDI

The International Students' Union is dedicated to helping international students integrate into life at IPAG and in Paris. It offers them support upon their arrival in case of any difficulties, and organises events and parties focused specifically on discovering French culture and traditions. The team also promotes cultural exchanges between local and international students at IPAG, so that everyone has a truly unforgettable and rewarding experience.



Contact Information :
ipag.globalipag@gmail.com



BDS

The BDS (Bureau des Sports) allows you to play your favourite sports: rugby, tennis, squash, fitness, bodybuilding, sailing, etc. Each year, the BDS also organizes weekly skiing trips, and other events and outings (big screen viewings of sporting events, special rates to attend live matches, etc.). IPAG students interested in joining a gym in Paris can also take advantage of special discounted rates at Forest Hill Sports Centres (with 11 clubs around Paris).

Bienvenue à l'IPAG !



IPAG Paris

10-12 Avenue du Théâtre
75015 Paris

Tél.: +33 (0)1 53 63 36 00