

## Frequently Asked Questions (F.A.Q) 2020 intake

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## A - Admission

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### 1 What are the admission conditions for each program?

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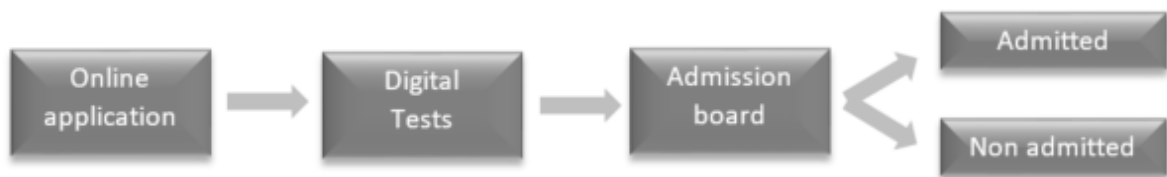
Specialized Programs (except <i>Juriste Manager International</i> )	<ul style="list-style-type: none"> <li>- Master's Degree (Bac+5, equivalent to 300 European credits ECTS)</li> <li>- Master's Degree minimum (Bac+4, equivalent to 240 European credits) with more than 3 years of work experience</li> <li>- Master's Degree minimum (Bac+4, equivalent to 240 European credits) without work experience. Limited to 30 % of the cohort.</li> </ul>
Specialized Program <i>Juriste Manager International</i>	<ul style="list-style-type: none"> <li>- Master's Degree in Law (Bac+5, equivalent to 300 European credits / minimum requirement)</li> </ul>
MSc in International Hospitality Management	<ul style="list-style-type: none"> <li>- A Bologna compliant Bachelor's Degree from a non-French institution</li> <li>- A minimum of a Master 1 (Bac +4) is required for those who are holding a degree from a French institution. At least 240 ECTS credits.</li> </ul>
MSc in Luxury Management and Marketing	
MSc in Sports Industry Management	<ul style="list-style-type: none"> <li>- Bachelor's Degree (Bac+3 minimum, equivalent to 180 European credits ECTS) limited to 30% of the cohort</li> <li>- Master's Degree (Bac+4) or more</li> </ul>
MSc in Digital Marketing and Data Science	
MSc in Finance	
MSc in Health Management and Data Intelligence	
MSc in Management - European Triple Degree – Grande Ecole	<ul style="list-style-type: none"> <li>- A Bologna compliant Bachelor's Degree (Bac+3 minimum, equivalent to 180 European credits ECTS) recognized by the French, British and German government's.</li> </ul>

\*For more information about the specific admission conditions for each program, please refer to the Admissions page of the website.

## 2 Do I need to speak French to join emlyon business school?

All the Specialized programs are taught in French language, in order to follow these programs you require a minimum DELF B2 French level. All the Master of Science (MSc in) are taught in English except the MSc in Finance which includes some French courses.

## 3 What is the admission process?



### Online application

The first step of the admission procedure is your online application where you will upload the required supporting documents and provide information on your academic and professional background. You can access your online application through emlyon dashboard.

### Digital online tests

While filling out your online application, you will be asked to take digital tests using the online platform. Your tests will be evaluated by the Admission Board directly. Please note that the Admission Board can contact you directly by phone in order to have more information about your profile.

### Admission Board

After filling out your online application and finishing your digital tests, the Admission Board will review your application. From then on, there are two possible decisions:

- You are admitted
- You are not admitted

You will receive an e-mail to inform you about your admission results, available on your Makersboard.

## 4 Can I apply to several programs at once?

You can apply to as many MSc in or Specialized programs as you wish. Nevertheless, we recommend you to contact a Program Advisor before applying to several programs, in order to find the program adapted the most to your background and professional project.

Please, note that **you can only apply to one** of the following Programme Grande Ecole Track per year:

- MSc in Management - European Triple Degree- Grande Ecole
- MSc in Management - Grande Ecole – Admission sur Titre Français
- MSc in Management - Grande Ecole – Admission sur Titre Internationaux
- MSc in Management – Grande Ecole – Classes Préparatoires

Please note that you can apply to the programs only once a year.

## 5 Which session is it better to apply to? Is there a quota for each session?

It makes no difference to which session you apply. emlyon business school will not treat your application differently because you applied to the first or last application session. However, non-EU applicants are advised to apply as early as possible to have enough time to obtain their visa if they are admitted to the program.

There is no quota per session. All profiles will be evaluated the same way. However, all our programs have limited available seats in order to maintain the quality of the emlyon experience. We reserve the right to do not open the last admissions sessions, in case we don't have enough available place. We encourage you to apply as soon as you feel prepared.

Please note that for Specialized Programs, The amount of seats for applicants holding an international bachelor's degree (equivalent to 240 European credits ECTS) is limited to 30% of the cohort. For the MSc in, a 30% quota of students with a degree equivalent to 180 European credits ECTS is effective.

## 6 When can I expect an admission decision?

Your application file will be processed as soon as you validate it. You will receive your admission results within 15 working days when your application file will be considered as fully completed (cf. admission conditions)

If you are admitted, we will ask you to confirm your enrolment and to proceed to the payment of a non-refundable deposit of €3,500 within 10 days.

# B - Required Supporting documents

## 1 Which are the required supporting documents?

	1) CV	2) Two recommendation letters	3) Valid ID document	4) Most recent academic degree <sup>(1)</sup>	5) Transcripts <sup>(2)</sup>	6) Digital tests	7) English Proficiency Test Score <sup>(3)</sup>	8) Management Test Score <sup>(4)</sup>
MSc in Management-European Triple Degree-Grande Ecole	X	X	X	X	X	X	X	X
Specialized Programs	X	Optional	X	X	X	X	Optional	Optional
Master of Science	X	Optional	X	X	X	X	Optional	Optional

- (1) A certified copy of your most recent academic degree translated into English or French. If you do not have your diploma yet, please attach a certificate of attendance
- (2) A certified copy of your transcripts (English or French version) from the first year of your undergraduate education until now.
- (3) English proficiency test score: TOEFL (IBT), IELTS, TOEIC, Cambridge CPE, PTE (you may submit your online application without providing us an English proficiency test score) – (optional, more information on B-5).
- (4) Official management aptitude test score : GMAT, GRE, TAGE MAGE, CAT (optional, more information on B-2 and B-3)

*\*Please note that we may require all the original supporting documents once the program has started.*

## 2 What are the optional documents?

**2.1 - English proficiency score:** optional for all Specialized Programs, the MSc in International Hospitality Management, the MSc in Sports Industry Management, the MSc in Luxury Management & Marketing, the

MSc in Health Management and Data Intelligence, the MSc in Finance and the MSc in Digital Marketing and Data Science.

We remind you the MSc in are fully taught in English except the MSc in Finance. Therefore, English full proficiency is required for you to be admitted, follow courses and efficiently interact with the other members of the cohort. An excellent English level will undoubtedly impact your experience at the program and employability in the future.

For the admission process, your English level will be evaluated through several points:

- Examination of all written elements within the application file
- The digital tests (spoken, written and reading)

**Please be aware that the official English test score is mandatory for the MSc in Management - European Triple Degree - Grande Ecole.**

**2.2 - Official management aptitude test score:** optional for all Specialized Programs, the MSc in International Hospitality Management, the MSc in Sports Industry Management, the MSc in Luxury Management & Marketing, the MSc in Health Management and Data Intelligence, the MSc in Finance and the MSc in Digital Marketing and Data Science.

You can complete and validate your application file without these tests. The admission board will make its decision in support of the supplied compulsory elements and digital tests.

**Please note that the official management aptitude test is mandatory for the MSc in Management - European Triple Degree - Grande Ecole.**

## 3 I've completed my studies but I'm still waiting for my diploma. What kind of document should I provide?

If you have completed your undergraduate studies but haven't received an official degree certificate yet, you should provide a formal statement from your university confirming your degree or your ECTS before the 31<sup>st</sup> December 2020.

## 4 Can I be exempted from taking the GMAT/GRE/TAGE MAGE Test for the MSc in Management - European Triple Degree – Grande Ecole?

If you apply to the MSc in Management - European Triple Degree – Grande Ecole, you cannot be exempted from providing a GMAT/GRE/TAGE MAGE test.

## 5 Can I be exempted from providing an English Proficiency Test for the MSc in Management - European Triple Degree – Grande Ecole?

You may be exempted in the following cases:

- 1) Your native language is English
- 2) You hold a degree from a program fully taught in English (full Bachelor's Degree in English)
- 3) You have spent three academic years in a program fully taught in English in the past three years.
- 4) You have lived in an English speaking country during more than three years.

In those cases, please download a proof in the « supporting documents » part on your online application form.

*Only for the MS Stratégie et Développement d'Affaires Internationales:*

*Please be aware, the educational direction can ask you for an English test throughout the year. We will ask you to provide us one of the two tests results (TOEFL or IELTS) by the end of December 2020 the latest, even if you are exempted during the admission process.*

## 6 How to complete my academic record (mandatory)?

In order to take your application into account, you need to detail your academic background from the first year of your undergraduate education up until the date you submit your online application. Please detail your grades obtained per year and per semester (starting with the most recent grades) and choose a coherent evaluation scale.

These information are mandatory for your application file: any incomplete file will not be presented to the Admission board.

Example:

UNIVERSITY / INSTITUTION	LOCATION	OBTAINED DEGREES TITLE	ACADEMIC YEAR (20XX/20XX)	SEMESTER 1 GRADE AVERAGE	SEMESTER 2 GRADE AVERAGE	ANNUAL GRADE AVERAGE	EVALUATION SCALE
Lancaster University	Lancaster	Bachelor in Management	2017-2018	-	-	3	xx/4
Lancaster University	Lancaster	Bachelor in Management	2016-2017	2,8	2,9	2,85	xx/4
Lancaster University	Lancaster	Bachelor in Management	2015-2016	3,1	3,5	3,3	xx/4

## 7 Digital online tests:

**emlyon business school** introduced a new tool in the selection process which is in line with today's digital landscape and the practices of major international companies in their search for new talents. You will be asked to go through some digital tests including cognitive tests and professional role-playing.

This digital tests will only be visualized by **emlyon business school** assessors' during the recruitment period. Unlike the supporting documents in your application, your digital tests will be deleted in November of each year.

The use of any help, human or technical (pencil, notes, phone, calculator, browser, etc.), is strictly forbidden. Please note that any attempt of fraud will result in the cancellation of your application and it will be forbidden to apply to any program, selection tests or recruitment for 5 years at emlyon business school.

In case you face any technical issues during your video exercise, please do not hesitate to contact our technical support: [supporttech.admission@em-lyon.com](mailto:supporttech.admission@em-lyon.com)

## C - Visa

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### 1 I'm a non-EU candidate, how can I start my visa application?

If you are a non-EU candidate, you will be able to start your visa application as soon as you confirm your enrolment to the program. Please contact the French Embassy or Consulate closest to you for further information.

In some countries, you can apply for your visa through the Campus France local office. A directory of Campus France local offices can be found at [www.campusfrance.org/en](http://www.campusfrance.org/en).

The process can take up to 2-3 months. For this reason it is important that you start your visa application as soon as possible. Please note that Chinese residents will have to go through a 3 months minimum process.

## D - Financial Matters

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### 1 Application fees

Pricing for the application fee is 120€.

The payment needs to be done by credit card during the online application.

There is no application fee for the MSc in Management - European Triple Degree - Grande Ecole.

Application fee exemptions:

- Holder of French CROUS scholarship for 2019-2020
- High-level athletes if they provide a sport résumé validated by the director of the Sports unit. If this is your case, please contact Mr. Michael Romezy: [romezy@em-lyon.com](mailto:romezy@em-lyon.com).

### 2 Non-refundable deposit

In order to secure your seat in the cohort, you will need to confirm your enrolment within 10 days after receiving your admission results. You will have to pay a non-refundable deposit of €3,500.

NB: for the optional 3 months in emlyon business school's campus in Shanghai (only for specialized programs) an additional €500 tuition fees will be charged.

### 3 I'm admitted but I can't or I don't want to join the program this year. What can I do?

You can report your intake to the next academic year (1 year report only).

You will have to pay a non-refundable deposit of €5,000 (or €1,500 if you have already paid €3,500). This amount will be deducted from your tuition fees.

### 4 How can I finance the program?

Students can benefit from preferential rates for bank loans, providing that a French resident currently in employment agrees to act as guarantor. Non-French participants are advised to seek funding for their studies in their home country. A certain amount of scholarships may be available by contacting the French Embassy or various institutions/foundations in the relevant country.



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Please contact the Financial Department for any question regarding your tuitions fees at: [comptabilite@em-lyon.com](mailto:comptabilite@em-lyon.com)

**Financing my program by an organization**

We inform you that only private funding will be accepted for graduate programs (*formation initiale*)

Also, we will not accept any funding request from organizations such as FONGECIF or POLE EMPLOI.

PLEASE BE AWARE! The maintenance of your Pôle Emploi allowance during your training period can not apply to students in initial training (which will be your case as part of the M.S.® and MSc in programs). For this reason, it is legally impossible for us to sign any document from Pôle emploi.