Welcome to TOULOUSE!

Practical Information 2013/2014
ARRIVING IN TOULOUSE:
- By Plane
- By Train
- By Car

THE TBS WELCOME TEAM:

ACCOMMODATION:
- Temporary accommodation: some hotel addresses and contact details
- General advice on rules and requirements for your accommodation:
  - Rights and Obligations of the landlord and the tenant
  - The Contract
  - The Deposit
  - The rental situation in TOULOUSE

MOVING IN:
- Electricity, Telephone, Internet
- Opening a bank account
- Looking after your health: Social Security – State or Private Insurance
- Residence Permit

TOULOUSE:
- The Town
- Toulouse Transport System (TISSEO)
- Some Useful Addresses
- Embassies/Consulates

The BACHELOR PROGRAMME IN MANAGEMENT
- The Bachelor Programme with regard to the Groupe ESC TOULOUSE
- Geographical situation – Presentation of the Entiore building
- Opening Hours (during the year/ school holiday closing etc)
- Team Members, Who Does What?

APPENDICES:
- Appendix 1: Access to Entiore
- Appendix 2: Monthly Budget of an exchange student living in Toulouse
ARRIVING IN TOULOUSE...

**By Plane : TOULOUSE-BLAGNAC Airport :**

Website : [http://www.toulouse.aeroport.fr/en](http://www.toulouse.aeroport.fr/en)  
(English Version)

You can obtain the following details from this site :
- Flight schedules,
- Access to and from the airport
- Traveller's guide and more…

**By Train :**

The French national rail network : The S.N.C.F. (Société Nationale des Chemins de Fers)

(English Version)

You can obtain the following details from this site :
- Train schedules,
- Customer guide,

**By Car :** See the Toulouse Tourist Office :

(*versions in English, Spanish, German, Italian; Dutch, Russian, Japanese and Chinese*)

Be patient if you wish to park as this is also a big problem in the town centre of Toulouse, as in most town centres !!!
Every year a team of 3rd Year Bachelor Programme students is responsible for welcoming you and helping you with your first few administrative steps after your arrival in TOULOUSE.

Make sure to fill out and return your Arrival Form BEFORE the deadline. **The Welcome Team will contact you and:**

- **Pick you up at the Toulouse Airport or Matabiau Train Station**
- **Help you move into your accommodation**
- **Assist you with all practical and admin steps upon your arrival**
TEMPORARY ACCOMMODATION: SOME HOTEL ADDRESSES AND CONTACT DETAILS

Here are some addresses of hotels which you may find useful during your search for accommodation.

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Address</th>
<th>Contact Information</th>
<th>Location Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nuits d'Hôtel</td>
<td>98, boulevard de la Marquette 31000 TOULOUSE</td>
<td>+33 (0)8.99.230.183</td>
<td>Location: Just outside TOULOUSE but between the airport and town centre.</td>
</tr>
<tr>
<td>B &amp; B HOTEL</td>
<td>Impasse R. Mouchotte 31500 TOULOUSE</td>
<td>+33 (0)5.62.47.40.40 Fax: +33 (0)5.62.47.40.40</td>
<td>Location: Just outside the town centre but easily accessible via the outer ringroad (exit number 17) Direction Cité de l'Espace</td>
</tr>
<tr>
<td>HOTEL KYRIAD</td>
<td>6 avenue du Général De Gaulle 31130 BALMA</td>
<td>+33 (0)5.61.24.33.99 Fax: +33 (0)5.61.24.46.40</td>
<td>Location: via the outer ringroad (exit number 17) Special prices for Bachelor programme Students.</td>
</tr>
<tr>
<td>CITEA TOULOUSE</td>
<td>11 avenue Léon Blum 31500 TOULOUSE</td>
<td>+33 (0)5.34.30.28.00 Fax: +33 (0)5 34 30.28.01</td>
<td>Location: very convenient: near the metro</td>
</tr>
<tr>
<td>CITEA TOULOUSE</td>
<td>37 ter Avenue Etienne Bilières 31300 TOULOUSE</td>
<td>+33 (0)5.34.50.96.00 Fax: +33 (0)5 34 50.96.01</td>
<td>Price and reservation available on their website: <a href="http://www.citea.com/apparthotels/toulouse">http://www.citea.com/apparthotels/toulouse</a></td>
</tr>
</tbody>
</table>

Outside the town centre (ideal if you have a car)

Downtown

RESIDENCES HOTELIERES
**YOUTH HOSTEL**

Résidence Jolimont 2 avenue Yves Brunaud 31500 TOULOUSE
☎ : +33 (0)5 34 30 42 80
Fax : +33 (0)5 34 30 19 67
@ : foyerjolimont@wanadoo.fr

€ 17 per night, 2 Nights minimum
Breakfast : € 3,50
Meal : Selfservice (not available on the week-end) about € 9, it depends on your choice
Double or triple bedroom with shower and toilets

**IMPORTANT : Book in advance !!**

Very convenient : near the metro

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**HOTELS**

You can consult the website www.HRS.com (proposed in several languages)

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**GENERAL ADVICE ON RULES AND REQUIREMENTS FOR YOUR ACCOMMODATION SEARCH : Rights and obligations of the Landlord and the Tenant :**

- The Contract : Known as “Le bail” or “contrat de location” : The landlord is not allowed to demand from a potential tenant, a copy of a piece of identification, social security card, proof of balance of their bank account, or statement from their bank of their financial situation. (art. 22.2 nouvelle loi 17/01/2002).

If the landlord is an individual and not an organisation, a short term rental contract is generally of one year minimum (there are certain rental obligations to be respected).

When signing the contract you generally have to pay :

- One month rental in advance,
- Some form of guarantee deposit,
- In the mean time : No remuneration is due to an estate agent before the signature of a contract by the landlord and the tenant. In the case where the accommodation is rented un-furnished the estate agents charges are divided 50/50 between the landlord and the tenant.
- Housing Insurance : You are required to take out insurance for the accommodation which you are renting, you have the choice however who to take out your insurance with.
- If you share your accommodation there are certain joint insurance policies available to cover you as a co-occupant, check with your insurance company. Whatever your renting situation, the ideal situation regarding insurance is to take out a ‘multi risk’ insurance policy. The civil responsibility of each person is to ensure that they are covered for personal risk, damage to the accommodation etc, and also the damage that may be caused to neighbours and to the property.
- For the opening of accounts for example with the water board, gas and electricity board, installation of telephone lines (see “Moving in ”).
Take into account that utilities (electricity, water, gas, telephone etc) may not be included in your rent and so please budget accordingly. Also the council tax may not be included in your rent either.

- **State of the accommodation**: The tenant is obliged to maintain the accommodation in a decent state, (DECRET DECENCE) it must satisfy the conditions fixed by the law of 30/01/2002) regarding the physical security and the health of the tenants and their neighbours.

- **Guarantee Deposit**: One month in advance of the main rent (without utilities). To be returned at the end of the contract providing that the condition of the apartment upon exit is the same as the condition upon entry. The landlord may withhold any amount that is due for repairs etc. The landlord must take into account normal usage when examining the condition of the apartment. Any reductions made from the guarantee deposit must be eventually justified in the form of official receipts for work undertaken or damaged goods purchased. All invoices must be forwarded to the tenant.

- **Apartment Contents & State List**: It is a detailed document between the landlord and the tenant made at the start of the renting period and the end of the renting period. This document details the condition of the apartment and all its contents.

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Price Range</th>
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<tr>
<td>Studio/T1 (1 room)</td>
<td></td>
<td>from 400 to 580 euros</td>
</tr>
<tr>
<td>T2 (1 room + 1 bedroom)</td>
<td></td>
<td>from 420 to 620 euros</td>
</tr>
<tr>
<td>T3 (1 room + 2 bedrooms)</td>
<td></td>
<td>from 615 to 790 euros</td>
</tr>
<tr>
<td>T4 (1 room + 3 bedrooms)</td>
<td></td>
<td>from 740 to 1230 euros</td>
</tr>
<tr>
<td>T5 (1 room + 4 bedrooms)</td>
<td></td>
<td>from 800 to 1520 euros</td>
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</table>

- **Notice**:  
  - If you are renting non-furnished accommodation: 3 months  
  - If you are renting furnished accommodation: many different cases depending on your individual contract.

In all cases: **make sure that in order to give notice that you are leaving your accommodation, you must send a letter to your landlord by certified mail L.R.A.R. (Lettre Recommandée avec Accusé de Réception).**
Here are the contact details for the following companies should you not take advantage of them at the Espace Etudiant and wish to contact them:

**GAZ/ELECTRICITY, TELEPHONE, INTERNET:**

- **EDF –GDF (Electricité De France – Gaz de France)**  
  4, rue Sébastopol  
  ☎️: +33 (0)5 56 17 40 70 (English Speakers)  

  Information Contact Point: 1 place du Capitole  
  Opening Hours Monday To Friday: Between 9 am and 7pm and on Saturday between 9am and 5pm, Closed on Sundays

  If your apartment has been empty for less than three months, the connection can be made from a distance, all you have to do is contact your local agency of the EDF-GDF depending on your accommodation. In other cases a technician will visit – by appointment - to complete any necessary installation. You will receive thereafter a bill every two months and a meter reading every six months.

- **Orange (installation of telephone lines)**  
  14 place Esquirol  
  Free ☎️: +33(0)800 10 14 31 - Website: [http://boutique.orange.fr/](http://boutique.orange.fr/)

  For these two companies the following documents are required:
  - The contract for the apartment
  - A passport or identity card
  - Bank details

**OPENING A BANK ACCOUNT:**

- **Right to an account**: You have the right to open an account in a bank of your choice whatever your situation. The right to a bank account is held even after any payment incidents.

- **Formalities For Opening An Account**: The banking establishment must firstly inform you of their banking conditions, the prices of their different services, the client bank relationship. In order to verify your address and your identity: you must provide your rental contract and a form of identity which shows your photograph and signature.

  You must also provide a specimen of your signature for the bank to verify your signature on any cheques you may write. Before providing you with a card or cheque book the bank must verify with the “Banque de France” in order to check that you are allowed to open a bank account.
• Basic Bank Services That Are Available At A Minimum: Opening, running and closing a bank account. The ability to settle different payments, direct debits etc. A bank card which allows you to purchase goods and also withdraw money from cash machines. Bank statements.

FOR YOUR INFORMATION: We have an agreement with a bank: (including insurance, debit card & on line consultation of bank account). Our Welcome team will be able to help you at your arrival, to open your account.

VERY USEFUL for information on all French public services:

www.service-public.fr (With English, Spanish and German versions)

LOOKING AFTER YOURSELF – SOCIAL SECURITY (Health Care Insurance):

European Students:

- They will have to provide us a copy of their European Health Insurance Card, on their arrival.

- Otherwise, they have to register with the “Sécurité Sociale Etudiante” (French state organisation providing medical coverage) and pay the corresponding fee (€207 in 2012/2013, whatever the duration of your stay). To be submitted at the start of the academic year.

Non European Students:

- They will have to provide a copy of their Personal Health Insurance Policy (in English). The students must be covered by their insurance as soon as they arrive in France and during their entire stay in France.

- If no personal insurance is provided, the same procedure as for the European students will apply: they will have to register with the “Sécurité Sociale étudiante”

For your information, two official organisations deal with both the French Social Security and a supplemental Health Insurance Policy:

- L.M.D.E.: http://www.lmde.com/ (website proposed in French, English, German, Chinese/Please select your language….

- VITTAVI: www.vittavi.fr

RESIDENCE PERMIT:

Documents to get a hold of before your arrival:

- Passport or identification card. For students from out of the European Union you must obtain a short visa (3 months) or a temporary long stay visa from 3 to 6 months (VISA TEMPORAIRE DE
LONG SEJOUR. You can get these from the French Embassy or Consulate in your home country.

Please note: depending on your home country, a visa may be required for a stay under or up to 3 months.

**NB**: in any case, if you plan to travel around Europe, please check that your visa authorises you to do it. Please make sure to apply for a Schengen visa.

Information is available on line at:  
in English, Spanish, German, Chinese.

You will find more information on the following links:

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<th>COUNTRIES</th>
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<td><a href="http://www.vietnam.campusfrance.org/vi">http://www.vietnam.campusfrance.org/vi</a></td>
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</table>
GO VISIT the Tourist Office website of the beautiful ‘Pink City’:

http://www.toulouse-visit.com/ (Several languages)
TOULOUSE TRANSPORT:

There is an excellent transportation system to discover and explore Toulouse – Website: http://www.tisseo.fr/ (French Version only)

Everything you need to know: The subway, the bus with schedules, routes and points of sales for tickets, etc…

THE “CANAL DU MIDI” in TOULOUSE
A FEW other ESSENTIALS!

Tourism Information Office (Donjon du Capitole) : ☎ 0892 180 180

Traffic Reports : 36.15 INFOTRAFIC

Police : 23, bd de l’embouchure, ☎ 05.61.12.77.77.

Lost & Found : 17, pl. Intérieure St-Cyprien, ☎ 05.62.27.63.00, Open Monday to Friday between 9h30 to 11h30 and 12h30 to 15h30

Accident Services : ☎ 05.61.12.74.74

Emergency Phone Numbers:

Police : 17
Fire Department : 18
SAMU : 15

Doctors who speak English:
- Docteur OSCAR Hervé : 50 rue du Béarnais tél : 05.61.21.70.60
- Docteur MASSERON Pierre : 78 allée Barcelone tél : 05.61.21.32.28
- Docteur BERRANGER Bernard : 35 rue de Rémusat tél : 05.61.21.56.00

GDF : www.gazdefrance.com
Générale des Eaux (Water Board), Information Hotline ☎ 0.801.147.147

Metro-Bus information : ☎ 05. 61.41.70.70.

French Weather Website (Météo France) : www.meteo.fr
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<th>Fax</th>
<th>Website</th>
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<th>Fax</th>
<th>Website</th>
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<td>Belgium</td>
<td>9, rue de Tilsitt</td>
<td>01.44.09.39.39</td>
<td>01.47.54.07.64</td>
<td><a href="http://www.diplomatie.be/paris/">http://www.diplomatie.be/paris/</a></td>
<td><a href="mailto:paris@diplobel.fe">paris@diplobel.fe</a></td>
<td>3, rue Mage</td>
<td>05.61.52.67.93</td>
<td>05.62.26.74.82</td>
<td></td>
<td><a href="mailto:consulbel@courtois.fr">consulbel@courtois.fr</a></td>
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<tr>
<td>Bolivia</td>
<td>12 avenue du Président Kennedy 75016 Paris</td>
<td>01.42.24.93.44</td>
<td>01.45.25.86.23</td>
<td>-</td>
<td><a href="mailto:embolivia.paris@wanadoo.fr">embolivia.paris@wanadoo.fr</a></td>
<td>12 Place de la Bourse 33076 Bordeaux</td>
<td>05.56.79.50.00</td>
<td>05.56.79.52.65</td>
<td></td>
<td><a href="mailto:consulat.canada-toulouse@amb-canada.fr">consulat.canada-toulouse@amb-canada.fr</a></td>
</tr>
<tr>
<td>Canada</td>
<td>35, avenue Montaigne 75088 Paris</td>
<td>01.44.43.29.00</td>
<td>01.44.43.29.99</td>
<td><a href="http://www.amb-canada.fr">http://www.amb-canada.fr</a></td>
<td>paris@<a href="mailto:internatio@nl.gc.ca">internatio@nl.gc.ca</a></td>
<td>10, rue Jules de Resseguei 31000 Toulouse</td>
<td>05.61.52.19.06</td>
<td>05.61.55.40.32</td>
<td></td>
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</tr>
<tr>
<td>China</td>
<td>11 avenue George V 75008 Paris</td>
<td>01.49.52.19.50</td>
<td>01.47.20.24.22</td>
<td><a href="http://www.amb-chine.fr/">http://www.amb-chine.fr/</a></td>
<td><a href="mailto:chinaemb_fr@mfa.gov.cn">chinaemb_fr@mfa.gov.cn</a></td>
<td>20, boulevard Carmagnol 13008 Marseille</td>
<td>04.91.32.00.00</td>
<td>04.91.32.00.38</td>
<td><a href="http://marseille.china-consulate.org/">http://marseille.china-consulate.org/</a></td>
<td><a href="mailto:chinaconsul_mar_fr@mfa.gov.cn">chinaconsul_mar_fr@mfa.gov.cn</a></td>
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<tr>
<td>Ecuador</td>
<td>34, avenue de Messine 75008 Paris</td>
<td>01.45.61.10.21</td>
<td>01.42.56.06.64</td>
<td><a href="http://www.ambassyofireland-equateur.fr">http://www.ambassyofireland-equateur.fr</a></td>
<td>eecuparis@<a href="mailto:mmm@ee.gov.eu">mmm@ee.gov.eu</a></td>
<td>Boulevard des Bassins du Radoub, Cap Pinède 13002 Marseille</td>
<td>04.91.11.61.27</td>
<td>04.91.58.52.59</td>
<td></td>
<td><a href="mailto:hrouxalezais@intermedsogeric.com">hrouxalezais@intermedsogeric.com</a></td>
</tr>
<tr>
<td>Finland</td>
<td>Place de Finlande 75007 Paris, France</td>
<td>01.44.18.19.20</td>
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<td><a href="http://www.finlande.fr">www.finlande.fr</a></td>
<td><a href="mailto:sanomat.par@formin.fi">sanomat.par@formin.fi</a></td>
<td>32, chemin Salinié 31000 Toulouse</td>
<td>05.61.49.75.02</td>
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<tr>
<td>Germany</td>
<td>13-15, avenue Franklin Delano Roosevelt 75008 Paris</td>
<td>01.53.83.45.00</td>
<td>01.43.59.74.18</td>
<td><a href="http://www.paris.diplo.de/">http://www.paris.diplo.de/</a></td>
<td><a href="mailto:info@paris.diplo.de">info@paris.diplo.de</a></td>
<td>24, rue de Metz 31000 Toulouse</td>
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<tr>
<td>Ireland</td>
<td>4, Rude 75116 Paris</td>
<td>01.44.17.67.00</td>
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<td><a href="http://www.embassyofireland-and.fr">www.embassyofireland-and.fr</a></td>
<td><a href="mailto:paris@dfa.ie">paris@dfa.ie</a></td>
<td>158, avenue Roger Salengro 69100 Villeurbanne</td>
<td>04.37.28.18.64</td>
<td>04.78.89.64.20</td>
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<td><a href="mailto:irishconsulat@gmail.com">irishconsulat@gmail.com</a></td>
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<td>Italy</td>
<td>51 rue de Varenne 75007 Paris</td>
<td>01.49.54.03.00</td>
<td>01.49.54.04.10</td>
<td><a href="http://www.ambassyofitaly-esteri.it">http://www.ambassyofitaly-esteri.it</a></td>
<td><a href="mailto:ambasciata.parigi@esteri.it">ambasciata.parigi@esteri.it</a></td>
<td>13 rue Alsace Lorraine 31000 Toulouse</td>
<td>05.34.45.48.48</td>
<td>05.62.30.00.22</td>
<td><a href="http://www.constolos.esteri.it">http://www.constolos.esteri.it</a></td>
<td><a href="mailto:constolosa@esteri.it">constolosa@esteri.it</a></td>
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<td>Korea</td>
<td>125, rue de Grenelle 75007 Paris</td>
<td>01.47.53.01.01</td>
<td>01.44.18.01.78</td>
<td><a href="http://fra.mofat.go.kr/languages/eu/fras/main/index.jsp">http://fra.mofat.go.kr/languages/eu/fras/main/index.jsp</a></td>
<td><a href="mailto:gen-fr@mofat.go.kr">gen-fr@mofat.go.kr</a></td>
<td>15 rue de la Loge 13002 Marseille</td>
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<td><a href="mailto:lagiery@wanadoo.fr">lagiery@wanadoo.fr</a></td>
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<td>Lithuania</td>
<td>22, boulevard de Courcelles 75017 Paris</td>
<td>01.40.54.50.50</td>
<td>01.40.54.50.75</td>
<td><a href="http://fr.mfa.lt/">http://fr.mfa.lt/</a></td>
<td><a href="mailto:chancellerie@amba-lituanie.fr">chancellerie@amba-lituanie.fr</a></td>
<td>Château de Thil 33850 Léognan</td>
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<td>2-16 rue Jacques Réattu 13009 Marseille</td>
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<tr>
<td>Netherlands</td>
<td>7-9, rue Eblé 75007 Paris</td>
<td>01.40.62.33.00</td>
<td>01.40.62.34.56</td>
<td>[<a href="http://www.amb">http://www.amb</a> Pays-bas.fr](<a href="http://www.amb">http://www.amb</a> Pays-bas.fr)</td>
<td>ambassade@amb Pays-bas.fr</td>
<td>32, rue Alsace Lorraine 31000 Toulouse</td>
<td>05.61.13.64.94</td>
<td>05.61.21.14.87</td>
<td>[<a href="http://www.amb">http://www.amb</a> Pays-bas.toulouse.fr](<a href="http://www.amb">http://www.amb</a> Pays-bas.toulouse.fr)</td>
<td><a href="mailto:nal@yahoom.nl">nal@yahoom.nl</a></td>
</tr>
<tr>
<td>Poland</td>
<td>1, rue de Talleyrand 75007 Paris</td>
<td>01.43.17.34.00</td>
<td>01.43.17.35.07</td>
<td><a href="http://www.paris.polemb.net/">http://www.paris.polemb.net/</a></td>
<td>-</td>
<td>79, rue Crillon 69458 Lyon Cedex 06</td>
<td>04.78.93.14.85</td>
<td>04.37.51.12.36</td>
<td>[<a href="http://www.amb">http://www.amb</a> Pays-bas.toulouse.fr](<a href="http://www.amb">http://www.amb</a> Pays-bas.toulouse.fr)</td>
<td>lyon.kg@<a href="mailto:secretaire@msz.gov.pl">secretaire@msz.gov.pl</a></td>
</tr>
<tr>
<td>Portugal</td>
<td>3, rue de Noisiel 75116 Paris</td>
<td>01.47.27.35.29</td>
<td>01.44.05.94.02</td>
<td><a href="http://webembassy-portugal-fr.org">http://webembassy-portugal-fr.org</a></td>
<td><a href="mailto:mailto@embassy-da-portugal-fr.org">mailto@embassy-da-portugal-fr.org</a></td>
<td>33, avenue Camille Pujol 31000 Toulouse</td>
<td>05.61.80.43.45</td>
<td>05.62.16.24.19</td>
<td><a href="http://www.secommunityweb.toulouse.pt">http://www.secommunityweb.toulouse.pt</a></td>
<td><a href="mailto:geral@ctglis.dgaccp.pt">geral@ctglis.dgaccp.pt</a></td>
</tr>
<tr>
<td>Russia</td>
<td>40-45 Boulevard Lannes 75116 Paris</td>
<td>01.45.04.05.50</td>
<td>01.45.04.17.65</td>
<td><a href="http://www.france-mid.ru/index_fr.htm">http://www.france-mid.ru/index_fr.htm</a></td>
<td><a href="mailto:ambrus@wanadoo.fr">ambrus@wanadoo.fr</a></td>
<td>3, avenue Ambroise Paré 13272 Marselle Cedex 08</td>
<td>04.91.77.15.25</td>
<td>04.91.77.34.54</td>
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<tr>
<td>Country</td>
<td>Address</td>
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<tr>
<td>Salvador</td>
<td>12, rue Galilée 75116 Paris</td>
<td>01.47.20.42.02</td>
<td>01.40.70.01.95</td>
<td>-</td>
<td><a href="mailto:embparis@wanda.doo.fr">embparis@wanda.doo.fr</a></td>
<td>2, rue du Docteur Paul Ricau</td>
<td>05.59.51.08.68</td>
<td>-</td>
<td>-</td>
<td><a href="mailto:roudiere64@orange.fr">roudiere64@orange.fr</a></td>
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<td></td>
<td></td>
<td>64500 Saint-Jean-de-Luz</td>
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<tr>
<td>Singapore</td>
<td>16, rue Murillo 75008 Paris</td>
<td>01.56.79.68.00</td>
<td>01.56.79.68.79</td>
<td><a href="http://www.mfa.gov.sg/paris-french/">http://www.mfa.gov.sg/paris-french/</a></td>
<td><a href="mailto:sg.general@orange-business.fr">sg.general@orange-business.fr</a></td>
<td>-</td>
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<tr>
<td>Spain</td>
<td>22, avenue Marceau 75381 Paris Cédex 08</td>
<td>01.44.43.18.00</td>
<td>01.47.20.56.69</td>
<td>01.47.23.59.55</td>
<td><a href="mailto:emb.paris@maec.es">emb.paris@maec.es</a></td>
<td>16, rue Sainte Anne 31000 Toulouse</td>
<td>05.34.31.96.60</td>
<td>05.61.25.42.52</td>
<td><a href="http://www.maec.es/Consulados/Toulouse/es/home">http://www.maec.es/Consulados/Toulouse/es/home</a></td>
<td><a href="mailto:cog.toulouse@mae.es">cog.toulouse@mae.es</a></td>
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<tr>
<td>Sweden</td>
<td>17, rue Barbet-de-Jouy 75007 Paris</td>
<td>01.44.18.88.00</td>
<td>01.44.18.88.40</td>
<td><a href="http://www.amb-suede.fr/">http://www.amb-suede.fr/</a></td>
<td><a href="mailto:info@amb-suede.fr">info@amb-suede.fr</a></td>
<td>298, allée du Parc Green Park III 31670 Labège</td>
<td>05.62.73.44.00</td>
<td>05.62.73.44.11</td>
<td>-</td>
<td><a href="mailto:consulats@mazars-guerard.fr">consulats@mazars-guerard.fr</a></td>
</tr>
<tr>
<td>Switzerland</td>
<td>142, rue de Grenelle 75007 Paris</td>
<td>01.49.55.67.00</td>
<td>01.49.55.67.67</td>
<td><a href="http://www.eda.admin.ch/paris">http://www.eda.admin.ch/paris</a></td>
<td><a href="mailto:vertretung@par.r.ep.admin.ch">vertretung@par.r.ep.admin.ch</a></td>
<td>c/o Société T.D. Informatique 36, allée de Bellefontaine 31100 Toulouse</td>
<td>05.61.40.45.33</td>
<td>05.61.41.07.15</td>
<td>-</td>
<td><a href="mailto:toulouse@honorarvertretung.ch">toulouse@honorarvertretung.ch</a></td>
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<tr>
<td>United Kingdom</td>
<td>35, rue du Faubourg Saint-Honoré 75008 Paris</td>
<td>01.44.51.31.00</td>
<td>01.44.51.34.83</td>
<td>ukinfrance.fco.gov.uk</td>
<td>-</td>
<td>c/o English Enterprises 8, allée du Comminges 31300 Colombier</td>
<td>05.61.30.37.91</td>
<td>05.61.30.37.91</td>
<td>-</td>
<td><a href="mailto:roborial.saintpaul@wanadoo.fr">roborial.saintpaul@wanadoo.fr</a></td>
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<tr>
<td>United-States</td>
<td>2, avenue Gabriel 75008 Paris</td>
<td>01.43.12.22.22</td>
<td>01.42.66.97.83</td>
<td><a href="http://france.usembassy.gov">http://france.usembassy.gov</a></td>
<td>-</td>
<td>25, allée Jean Jaurès 31000 Toulouse</td>
<td>05.34.41.36.50</td>
<td>05.34.41.16.19</td>
<td>-</td>
<td><a href="mailto:usatoulouse@state.gov">usatoulouse@state.gov</a></td>
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<tr>
<td>Vietnam</td>
<td>62, rue Boileau 75016 Paris</td>
<td>01.44.14.64.00</td>
<td>01.45.24.39.48</td>
<td><a href="http://www.vietnamembassy-france.org/fr">http://www.vietnamembassy-france.org/fr</a></td>
<td><a href="mailto:vnparis@club-internet.fr">vnparis@club-internet.fr</a></td>
<td>62, rue Boileau 75016 Paris</td>
<td>01.44.14.64.26</td>
<td>01.44.14.64.24</td>
<td><a href="http://www.vietnamembassy-france.org/fr">http://www.vietnamembassy-france.org/fr</a></td>
<td><a href="mailto:vnparis@club-internet.fr">vnparis@club-internet.fr</a></td>
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</table>
THE BACHELOR PROGRAMME IN MANAGEMENT
Undergraduate Programme of the Groupe ESC TOULOUSE

THE BACHELOR PROGRAMME, PROGRAMME OF THE GROUPE ESC TOULOUSE

GEOGRAPHICAL SITUATION – HOW DO I GET TO THE BACHELOR PROGRAMME/ENTIORE?

The Bachelor Programme is based on the ENTIORE site, at the Cité de l'entreprise. The building is situated at around 25 minutes from the town centre of Toulouse.

NB ! The postal address indicates that ENTIORE is situated in the BALMA area (the main sorting office) ENTIORE however is located in the area of QUINT-FONSEGRIVES.

BUS : The departure is from the bus terminal situated at the BALMA-GRAMONT metro station in the north of Toulouse. The bus to be taken will be heading in the direction of FONSEGRIVES. Certain buses on this route offer a stop directly outside the ENTIORE building.

If you miss these buses then the bus stops frequently on the main road just up from ENTIORE on the ‘route de Castres’ (you must ask for the bus stop: Montels) : Note there is a ten minute walk to ENTIORE from this bus stop. Please allow this time in order to arrive at classes on time.

The TISSEO Bus to get to ENTIORE is # 83

CAR-POOLING works exceptionally well with our students. This usually begins after the first day back, many students who have a car are open to suggestions so do not hesitate to ask one of them. It enables students to get to know each other and to share travel costs between one or more of you.
OPENING HOURS:

- **ENTIORE**: All Year Round: From 7:45am to 9pm *Except Saturday & Sunday*
  The building is closed the week of the 15th August.

- **The Bachelor Programme**: All Year Round: From 8:30 am to 12:30 am and 1:30 pm until 5:30pm

  *Except Saturday & Sunday*

The Bachelor Programme is closed the week of the 15th August.

THE MEMBERS OF THE TEAM: WHO DOES WHAT?

- **Sylviane FONTANA**
  Director of the Bachelor Programme
  ☏: +33 (0)5 61 29 46 02
  Email: s.fontana@esc-toulouse.fr

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  Email: g.flament@esc-toulouse.fr

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  Email: jc.escude@esc-toulouse.fr

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  Email: a.recasens@esc-toulouse.fr

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  Head of International Relations Office
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  Email: f.langer-heffrich@esc-toulouse.fr

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  International Relations Coordinator – Outgoing Students
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  Email: c.milliet@esc-toulouse.fr

- **Nathalie BERTHE-SAMSON**
  International Relations Coordinator - Incoming Students
  ☏: +33 (0)5 61 29 46 11
  Email: n.berthe-samson@esc-toulouse.fr

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  Administrative Assistant (3rd Year - Mgmt. international/Courses taught in French)
  ☏: +33 (0)5 61 29 46 10
  Email: c.peyre@esc-toulouse.fr

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  Administrative Assistant (3rd Year - Mgmt. international/Courses taught in English)
  ☏: +33 (0)5 61 29 46 08
  Email: s.landraudie@esc-toulouse.fr
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  Administrative Assistant (3rd Year - Electives)
  Entrance examinations (For French Students)
  ☑: +33 (0)5 62 57 65 30
  Email: j.capelle@esc-toulouse.fr

- Céline CAPELLE
  Administrative Assistant (2nd Year)
  ☑: +33 (0)5 61 29 46 19
  Email: c.capelle@esc-toulouse.fr

- Christine DROUOT
  Administrative Assistant (First Year)
  (Recruitment, Admissions…)
  ☑: +33 (0)5 61 29 46 20
  Email: c.drouot@esc-toulouse.fr

- Marie-Christine AMORIN
  Administrative Assistant (First Year)
  (Recruitment, Admissions…)
  ☑: +33 (0)5 61 29 46 07
  Email: mc.amorin@esc-toulouse.fr

- Cécile BOUDET
  Prospection and Placements Assistant
  (Second and Third Year)
  ☑: +33 (0)5 61 29 46 19
  Email: c.boudet@esc-toulouse.fr

- Marie-Christine SERVETO
  Prospection and Placements Assistant
  (First Year)
  ☑: +33 (0)5 61 29 46 15
  Email: mc.serveto@esc-toulouse.fr
APPENDICES

APPENDIX 1: Access to the Bachelor Programme (ENTIORE, Cité de l’Entreprise)
# APPENDIX 2:
## MONTHLY BUDGET OF AN EXCHANGE STUDENT LIVING IN TOULOUSE

<table>
<thead>
<tr>
<th>ACCOMMODATION</th>
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<tbody>
<tr>
<td><strong>Agency fees</strong></td>
<td>In general, corresponds to 1 month rent (see the “additional Information” attached to the e-mail)</td>
</tr>
<tr>
<td>(in general concerns student residences, and sometimes owners)</td>
<td></td>
</tr>
<tr>
<td><strong>Rent (including utilities) for a studio</strong></td>
<td>From € 450 to € 600 (an average) in student residences. About € 450 to private owners.</td>
</tr>
<tr>
<td><strong>Deposit</strong></td>
<td>It corresponds to 1 month rent in student residences, to be paid before the arrival of the student.</td>
</tr>
<tr>
<td></td>
<td>NB : Fees charged by banks, on both sides, in addition to the amount transferred.</td>
</tr>
<tr>
<td><strong>Accommodation insurance</strong></td>
<td>1 € if you open a bank account at our LCL branch</td>
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<tr>
<td>(COMPULSORY FOR ALL ACCOMMODATIONS)</td>
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<tr>
<th>FRENCH STUDENT SOCIAL SECURITY</th>
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<tr>
<td><strong>Whatever the duration of your stay :</strong></td>
<td>Optional if the student has a private insurance BUT he/she must present us a copy of this document in French or in English. Otherwise it is COMPULSORY.</td>
</tr>
<tr>
<td></td>
<td>Students must be covered by insurance as soon as they arrive at the French airport of entry in France. For your information, private insurance for international students are very expensive in France.</td>
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<th>SUNDRIES</th>
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<td><strong>Bank account</strong></td>
<td>We have an agreement with a bank : Fees : € 3,05 per month (including insurance, debit card &amp; on line consultation of bank account).</td>
</tr>
<tr>
<td><strong>Landline phone/ internet access</strong></td>
<td>€ 30</td>
</tr>
<tr>
<td><strong>French mobile phone</strong></td>
<td>From € 30 to € 50</td>
</tr>
<tr>
<td><strong>Bus Pass</strong></td>
<td>€ 10, monthly pass</td>
</tr>
<tr>
<td><strong>Food expenses</strong></td>
<td>€ 150</td>
</tr>
<tr>
<td><strong>Misc.</strong></td>
<td>€ 200</td>
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