



# Welcome Guide 2026-2027

Programme Grande Ecole

## Table

|  |    |
|--|----|
| ■ A word from the Department of Programs.....              | 3  |
| ■ Charter of the Responsible Student at EM Strasbourg..... | 5  |
| ■ Digital Services .....                                   | 6  |
| EM Strasbourg Intranet .....                               | 7  |
| ■ Practical Information.....                               | 9  |
| Your Studies .....   | 9  |
| Individualized Learning Plans .....                        | 10 |
| Scholarships .....   | 10 |
| University Sports : SUAPS .....                            | 11 |
| Student ID Card - Pass Campus .....                        | 12 |
| ■ Facilities .....   | 12 |
| The Student Center .....                                   | 13 |
| The safe room .....  | 13 |
| PEGE Library .....   | 14 |
| Computer Rooms .....                                       | 14 |
| ■ Directory .....  | 15 |
| Département of Languages and Foreign Cultures .....        | 17 |
| Internships and Co-op .....                                | 17 |
| Cap Career .....   | 18 |
| Student Support .....                                      | 18 |
| International Relations Office .....                       | 19 |
| Student Associations .....                                 | 19 |

## ■ A word from the Department of Programs

*Guided by its 'Be distinctive' ethos, EM Strasbourg is a human-scale business school that prioritizes student growth through personalized support, rigorous academic standards, and a wide range of opportunities for internationalization and professional development across its programs.*

*Aligned with the most demanding international academic criteria and standards, our excellence programs empower you to design a unique educational path centered around four key pedagogical objectives:*

- *Acquiring cutting-edge knowledge and tools in general management as well as your field of specialization, enabling you to implement impactful management practices ;*
- *Mastering advanced managerial competencies that translate into responsible leadership ;*
- *Implementing responsible management that embodies ethics, diversity, and sustainability within organizations;*
- *Developing the ability to work effectively and practice impactful management in multicultural and international environments, driven by a 'European Mindset'.*

*In step with the needs of tomorrow's businesses, our mission is to equip you with a robust foundation of knowledge, industry expertise, and hands-on operational experience gained through numerous professional missions. We also foster the development of your soft skills and distinctive cross-disciplinary competencies. Finally, we prepare you to thrive in a globalized world through advanced foreign language proficiency and diverse internationalization opportunities.*

*Thanks to our prime location in the heart of Europe, our history, and our open-minded approach, internationalization is deeply ingrained in the DNA of our School. Undoubtedly, this is the defining feature that sets it apart from other business programs in France. The Bachelor in International Business and the Grande École Program grant you access to a network of nearly 200 partner universities and business schools worldwide. You also have the chance to experience international life firsthand on our Strasbourg campus, surrounded by a diverse community of students and international faculty.*

*To deliver these excellence programs, we leverage not only our own academic and professional expertise but also synergies with the University of Strasbourg and the regional economic ecosystem to create innovative double-degree programs. This is how EM Strasbourg provides you with a dynamic and forward-thinking learning environment to achieve your professional ambitions and be fully prepared for your future—tailored to your personality and talents.*

Charlotte MASSA

Associate Dean for Programs

&

Delphine THEURELLE-STEIN

Director of Student Experience

## ■ Charter of the Responsible Student at EM Strasbourg

EM Strasbourg educates responsible and agile managers and leaders equipped with a *European mindset* and ready to tackle organizational challenges through impactful management.

Therefore, we expect you to uphold behaviors aligned with our values of ethics, diversity, and sustainable development.

### **I AM A STUDENT COMMITTED TO ETHICAL BEHAVIOR**

- ✓ I actively inform myself of my rights and responsibilities at the School: I am familiar with the regulations governing its operations and check my emails daily to stay informed.
- ✓ I am an active participant in my learning: I engage fully in class, deliver quality work by investing the necessary effort and time, adopt a critical mindset, and participate in School-organized events.
- ✓ I contribute to the quality and development of the School: I participate in course and service evaluations, providing objective and constructive feedback.
- ✓ I uphold the School's reputation: I do not spread unfounded information, engage in fraud, or act irresponsibly in any setting or circumstance.
- ✓ I take accountability for my actions: When I make a mistake, I acknowledge it and commit to correcting it.

### **I AM A STUDENT PROMOTING DIVERSITY**

- ✓ I respect all individuals I encounter—faculty, support staff, students, and external partners—in all settings and circumstances.
- ✓ I communicate with courtesy and kindness, demonstrating listening skills and empathy.
- ✓ I embrace and value diversity in all its forms.
- ✓ I support my peers: If a classmate faces difficulties, I guide them toward the appropriate services.

### **I AM A STUDENT COMMITTED TO A SUSTAINABLE WORLD**

- ✓ I foster a climate of trust, cooperation, and solidarity within the EM community and beyond.
- ✓ I respect the facilities, learning and living spaces, and equipment at EM and elsewhere.
- ✓ I prioritize sustainable mobility whenever possible, sort my waste, and remain mindful of preserving natural resources.
- ✓ I remain actively engaged in the life of EM: Connected to the Alumni network, I continue to represent the School.

By acknowledging this charter, I commit to promoting and embodying the values of responsible leadership upheld and taught at EM Strasbourg every day.

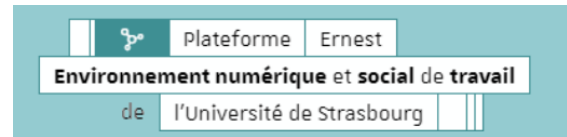
## ■ Digital Services

You have access to two essential digital tools: the digital work environment of the University of Strasbourg and EM Strasbourg's dedicated intranet.

### **ERNEST** (Digital and Social Work Environment)

**Access :** <https://ernest.unistra.fr>

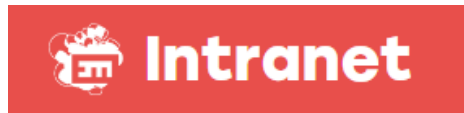
**Login :** Upon activating your account, you will receive a login and be able to choose a password..



With Ernest, you can :

- Access your EM Strasbourg/Unistra email – the primary means of communication with the administration. You are required to check your EM Strasbourg/Unistra email daily during your studies and regularly afterward (your email remains active for one year after your final registration).
- View your real-time class schedule.
- Access course materials posted by instructors via the Moodle platform: <https://moodle.unistra.fr/>
- Access your academic documents (enrollment certificate, financial status certificate, etc.)

### **EM Strasbourg Intranet**



**Access :** <https://intranet.em-strasbourg.eu>

**Login :** received upon ERNEST activation

**Password :** chosen during ERNEST activation

With the Intranet, you can :

- Justify your absences
- Validate your professional experiences
- Access numerous resources (CV/cover letter guides, international mobility, JobTeaser access, etc.)
- Complete your course evaluations

- Access the directory

You can navigate the intranet through various tabs:



**Note: It takes 24 hours after the Ernest activation for your EM Strasbourg intranet account to be activated.**

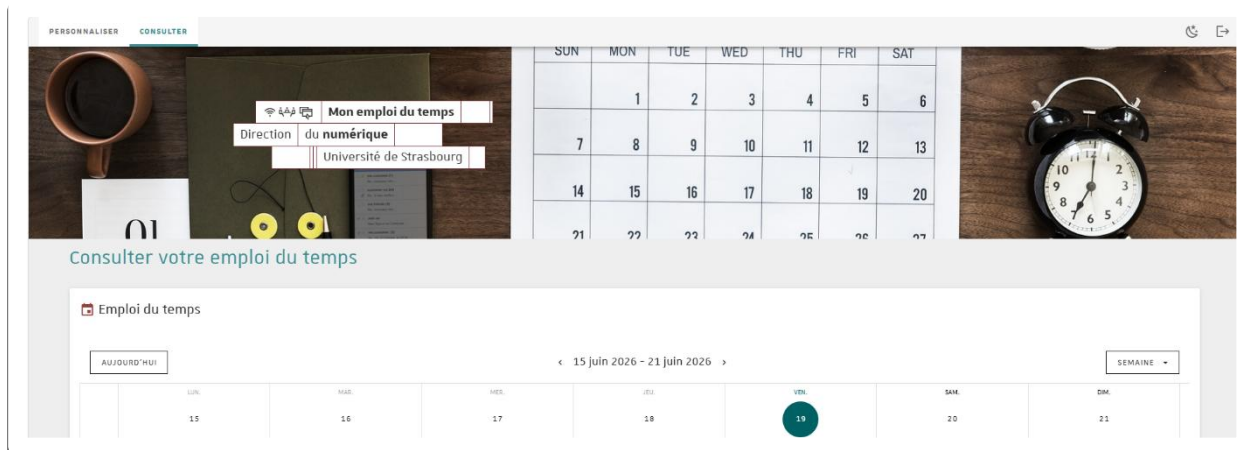
### Wifi Network

Connect to the Wi-Fi network ([osiris](#) or [eduroam](#)) from your computer, tablet, or smartphone using the same login and password as your unistra (partage) email.

### Timetable

Your schedule can be consulted via ERNEST, under the 'My schedule' application <https://monemploi dutemps.unistra.fr/>

You must first customize your calendar by selecting: Students > EM Strasbourg Business School > Grande École Program > your year. Don't forget to check your language groups, elective courses, optional courses, etc.



## ■ Practical Information

### Your Studies

#### Study and exam regulations

You can find the study and exam regulations on the **EM Intranet**, under the section :  
« My studies at EM » → « Study information » → « Study and exam regulations »

#### Course descriptions

You will find the syllabi for your courses directly on the **EM Intranet**, under the section :  
« My Studies at EM » → « Study Information » → « List of courses ».

#### Academic calendar

The academic calendar summarizes key dates for students throughout the year. It is available on the EM Intranet, under the section :  
« My Studies at EM » → « Administrative information » → « My university calendar ».

#### Enrollment certificate

Your enrollment certificate for each academic year is available on ERNEST via the Lise application:  
<https://lise.unistra.fr/pdf/>

### Individualized Learning Plans

Students with a specific status (high-level athlete, artist, entrepreneur, disability, family caregiver) may be eligible for an individualized learning plan.

Students working more than 10 hours per week may also request an adapted pathway.

Contact points:

#### 📍 Student support office

Tel : 03 68 85 84 94

Email : [action-sociale@em-strasbourg.eu](mailto:action-sociale@em-strasbourg.eu)

### Scholarships

Students at EM Strasbourg may be eligible for several types of scholarships, provided they meet the criteria.

### Academic mobility scholarships

- AMI Scholarship: for students who already receive a CROUS scholarship
- UNISTRA: scholarship for optional mobility programs
- ERASMUS Scholarship : for mobility programs within the European union.

→ You will be contacted by email in due time to submit your scholarship application.

### Internship mobility scholarships

- AMI Scholarship: for students who already received a CROUS scholarship
- ERASMUS Scholarship : for mobility programs within the European union.

To apply for a scholarship for an international internship, please contact the Student Support office once you have secured a host company abroad

### Merit-based scholarships

- Jacques Lambert Scholarship: Intended for third-year Grande École Program students, this scholarship supports those demonstrating academic excellence and facing financial hardship.
- Distinctive Scholarship : Each year, six Grande École Program students are awarded a €2,500 scholarship. Eligible students must have earned a minimum average of 14/20 in the first semester of the current academic year and have a household income of €50,000/year or less.

→ You will be contacted by email in due time to submit your application for these scholarships

### University tuition fees for scholarship students

Students who obtain their CROUS scholarship status late (after administrative registration) can request a reimbursement of university fees: €254 for students in the Grande École Program.

→ If you have any questions, feel free to contact the Student Support Office.

**University Sports : SUAPS**

<https://sport.unistra.fr>

The SUAPS is the University Sports Service. Over sixty sports and artistic activities are offered to university students in the form of classes, open practice, workshops, and excursions. All students are automatically enrolled in SUAPS through their CVEC contribution.

**Student ID Card - Pass Campus**

In Strasbourg, the student ID card is called the "**Pass Campus.**" It serves as proof of your student status and grants you access to libraries, self-service photocopiers, university cafeterias, as well as cultural and sports activities.

To obtain your Pass Campus student ID card, you must submit an online request at the following address::  
<https://:passcampus.fr>



You should make your request when you first enroll. For subsequent enrollments, a sticker will be provided for you to add to your student ID card for each new academic year.

## ■ Facilities

EM Strasbourg is located in the PEGE buildings (European Management and Economics Hub) at 61 avenue de la Forêt Noire.

**Opening hours:**

**Monday to Thursday: 7:30 AM – 8:00 PM**

**Friday: 7:30 AM – 8:00 PM**

**Saturday: 7:30 AM – 6:00 PM**

(Please check building opening hours during school holidays)

You can book rooms (e.g., for group work) by contacting the EM reception team (Building B, 1st floor).

**The Student Center**

The administrative offices for the Grande École Program, International Relations Service (SRI), and Internships & Apprenticeships welcome you from Monday to Friday in Room B109, Building B.

**Opening hours : Monday to Friday : 9 :30 AM to 4 :30 PM**

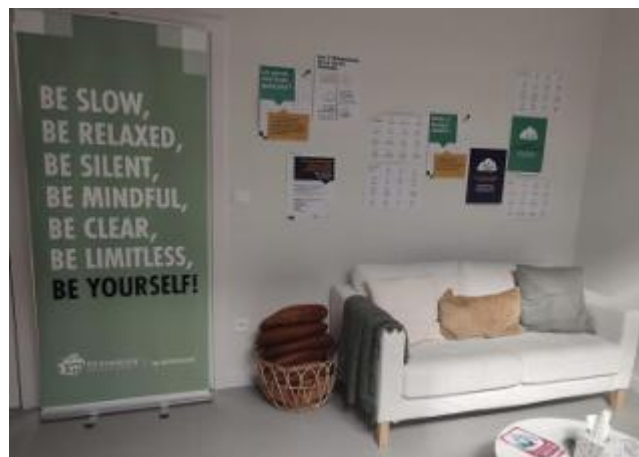


**The Safe Room**

The Safe Room is located in Room B122 and is accessible to all students for:

- Taking a break (especially during periods of stress, exams, etc.)
- Finding information on student well-being topics through a collaborative library where you can consult booklets on:
  - Mental and sexual health
  - Sexist and sexual violence
  - Addiction
  - Stress management

Free supplies are also available, including earplugs, hygiene products, breathalyzers, etc...



**PEGE Library**

The PEGE Library specializes in economics and management. Covering 2,700 m<sup>2</sup>, it includes reading areas, 14 group study rooms, computer stations, and 500 seats.



**Opening hours:**

**Monday to Friday: 9:00 AM – 8:00 PM**

**Saturday: 9:00 AM – 7:00 PM**

Loan Conditions: Books and theses can be borrowed.

However, textbooks and periodicals are for on-site consultation only.

**Computer Rooms**

Two rooms are freely accessible when no **tutorial (TD) class** or exam is scheduled there:

- Room D224 (2nd floor, Building D)
- Room B5 (ground floor, Building B)

**Free access hours :**

**Monday to Friday: 7:30 AM – 8:00 PM**

**Saturday: 8:00 AM – 6:00 PM**

Please print double-sided whenever possible; recycling bins are available in all rooms.

Please leave the room 15 minutes before the building closes.

Computer rooms are strictly reserved for academic work and research. Personal use is not allowed.

## ■ Directory

### Registrar's Office

#### → **Léopoldine ROSIQUE**

Head of the Bachelor Affaires Internationales  
registrar's office

Office B128

Email : [leopoldine.rosique@em-strasbourg.eu](mailto:leopoldine.rosique@em-strasbourg.eu)

To get in touch with the BAI team, please write to [scol-bachelor@em-strasbourg.eu](mailto:scol-bachelor@em-strasbourg.eu)

#### → **Angélique STEINMETZ**

Head of the Programme Grande Ecole registrar's  
office

Office B128

Email : [angelique.steinmetz@em-strasbourg.eu](mailto:angelique.steinmetz@em-strasbourg.eu)

To get in touch with the PGE team, please write to [scol-pge@em-strasbourg.eu](mailto:scol-pge@em-strasbourg.eu).

### Department of Foreign Languages and Cultures

#### → **Barbara BETTAZZONI**

Head the Foreign Languages and Cultures  
Department

Office D016

Tél : 03 68 85 65 01

Email : [barbara.bettazzoni@em-strasbourg.eu](mailto:barbara.bettazzoni@em-strasbourg.eu)

#### → **Natalija SABATINI**

Pedagogical assistant

Office D016

Tel : 03 68 85 87 88

Email : [natalija.sabatini@em-strasbourg.eu](mailto:natalija.sabatini@em-strasbourg.eu)

**Internships and Apprenticeship Office**

→ **Hélène HEINTZ**

Head of the Internships and Apprenticeship  
Office

Office B 116

Tél : 03 68 85 82 92

Email : [hheintz@em-strasbourg.eu](mailto:hheintz@em-strasbourg.eu)

To get in touch with the internship team, please write to [stages@em-strasbourg.eu](mailto:stages@em-strasbourg.eu)

**Cap Career**

→ **Hélène HEINTZ**

Head of the Internships and Apprenticeship  
Office

Office B 116

Tél : 03 68 85 82 92

Email : [hheintz@em-strasbourg.eu](mailto:hheintz@em-strasbourg.eu)

To get in touch with the Cap Career team, please write to [capcareer@em-strasbourg.eu](mailto:capcareer@em-strasbourg.eu)

**Student Support**

→ **Mariane DUPLAN**

**Head of the Social Services Department**  
**Disability Coordinator, Equality and Diversity**  
**Coordinator for EM Strasbourg**

Office B125

Tél : 03 68 85 84 79

Email : [mariane.duplan@em-strasbourg.eu](mailto:mariane.duplan@em-strasbourg.eu)

Pour contacter le service Action Sociale, privilégiez l'adresse [action-sociale@em-strasbourg.eu](mailto:action-sociale@em-strasbourg.eu)

**International Relations Office**

→ **Elodie THEVENET**

Head of the International Relations Office

Office B120

Tél : 03 68 85 84 03

Email : [elodie.thevenet@em-strasbourg.eu](mailto:elodie.thevenet@em-strasbourg.eu)

To get in touch with the International Relations Office team, you can write to [sri-incoming@em-strasbourg.eu](mailto:sri-incoming@em-strasbourg.eu) if you are an incoming student, or to [sri-outgoing@em-strasbourg.eu](mailto:sri-outgoing@em-strasbourg.eu) for matters related to studying abroad.

**Student associations**

→ **Alexandre BLUM**

Head of student associations

Office B118

Email : [alexandre.blum@em-strasbourg.eu](mailto:alexandre.blum@em-strasbourg.eu)