

# MSc in Hospitality Management

Full time course or Executive

Bilingual Track or English Track

Campus of Bordeaux - Campus of Paris – Campus of Rennes

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## APPLICATION PROCESS

MSc 1st year

MSc 2<sup>nd</sup> year

2023

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(Document to be read carefully and kept by the candidate)

### FERRANDI Bordeaux

Centre de Formation du Lac  
10, rue Renée Cassin  
33049 BORDEAUX Cedex

### FERRANDI Paris

Campus de Paris  
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### FERRANDI Rennes

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35 000 RENNES

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# APPLICATION PROCESS 2023

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## RECRUITMENT CONDITIONS

Admissions are open for entry in MSc 1st year and MSc 2nd year.

### ❖ Entry for the Master 1<sup>st</sup> year

Candidates graduated with a French diploma or a foreign diploma

- Hold a valid Bachelor's degree (180 ECTS or equivalent). Candidates must have validated their Bachelor's degree by October 31<sup>st</sup>, 2023 at the latest. They must provide a certificate of completion or a copy of their diploma to the school.

### OR

- Hold 120 ECTS or equivalent with a professional experience of 2 to 5 years in the hotel and/or F&B industries.

### ❖ Entry for the Master 2<sup>nd</sup> year

Candidates graduated with a French diploma or a foreign diploma

- Hold 240 ECTS.

If you choose the bilingual course (French/English) and you are a non-French speaker, you will have to provide a document attesting your B2 level in French at the TEF (Test d'Evaluation du Français) or the DELF (Diplôme d'Etudes en Langue Française).

If you choose the English course and you are a non-native English speaker, you must provide proof of a TOEIC (listening and reading) score of at least 785 points or an IELTS score of level 6.5.

For more information about the TEF, please visit:

<https://www.cci-paris-idf.fr/fr/education/certification-francais-tef>

Since it can take several months to obtain the documents and to pass the language certification, we advise you to make the request as soon as you pre-register or apply on the MSc program.

If you have a temporary or permanent disability, or if you suffer from a disabling health problem, FERRANDI Paris wants to ensure that your recruitment process will take place in the best possible conditions. We invite you to contact the Disability Unit at the following address: [handicap@ferrandi-paris.fr](mailto:handicap@ferrandi-paris.fr), specifying the desired training course in the subject line of your e-mail.

## SUBMISSION OF THE APPLICATION

You can apply directly on each campus website. Campus of Paris will open application submission from **Thursday, November 24, 2022** at **10:00 am**, through our website: [www.ferrandi-paris.com/en](http://www.ferrandi-paris.com/en).

You will receive the confirmation of your application and a login to track the progress of your application. An email will be sent to you with an application file.

You must submit the following documents on the application platform:

- merged in one pdf file, a cover letter mentioning course chosen, language preferred and year and a detailed resume,
- in one pdf file, the ID card or copy of your passport,
- merged in one pdf file, grade transcripts of the last two years of study in higher education,
- merged in one pdf file, specific documents, i.e., any document that could enrich your application, including language certification (letters of recommendation, GMAT, TOEIC, etc.),
- proof of payment of the non-refundable application fee. Without this proof, your application will not be examined.

As registrations for the interviews are made as applications are received, we suggest  
that you submit your application as soon as possible

## SELECTION OF APPLICATIONS AND INTERVIEW PROCEDURES

### ❖ Selection of applications

The eligibility jury selects candidates whose academic record provides sufficient guarantees for the pursuit of higher education. It may refuse eligibility to a candidate:

- whose application file is incomplete,
- whose academic record and/or professional experience would reveal an unsuitable profile,
- who have not been able to provide proof of the equivalence of their years of study,

The candidate's eligibility is determined after studying the complete file.

After studying your file, you will receive an email informing you of the outcome of your application.

### ❖ Interview

The purpose of these interviews is to assess the candidate's open-mindedness, adaptability, professional and personal plans, and ability to take advantage of the full program to start the career for which the program prepares. The interview will be conducted in both French or English depending on the track chosen for the 1<sup>st</sup> year of Master, and in English exclusively for the 2<sup>nd</sup> year of Master.

Interviews take place on the preferred campus or by video conference in case of impossibility to travel. Candidates who are declared

eligible must attend these tests with their invitation and an ID card or Passport.

Tests	Duration
Motivational interview in English and/or French	30 min

The jury is conducted face-to-face by FERRANDI's Dean or representative (manager of the training, academic director), who acts as Chairman of the Jury, two hospitality professionals and one teacher.

The calendar of the interviews for Paris Campus will be available from December 5, 2022, on our website and is updated regularly. For other campus, please refer to their website.

## ❖ Admission

At the end of the interviews of each recruitment session, the admission jury, composed of the MSc representative, campus director and academic director, draws up the first list of admitted candidates. The jury then draws up a supplementary list of candidates who may be called upon, depending on their ranking.

Admission is valid only for the academic year following the recruitment session. However, in exceptional cases, the candidate who has been admitted may keep the benefit of his/her admission for the following year. He/she must explain the reasons for his/her request in writing to the Academic Manager no later than July 10, 2023, who will judge the relevance of the request.

Candidates who are not admitted will have the opportunity to retake the selection interview the following year. In this case, they must send a new application.

## PUBLICATION OF RESULTS AND CONFIRMATION OF ADMISSION

The results will be available on the application platform within two weeks following the recruitment sessions. At the same time, you will receive an e-mail informing you of the jury's decision (admitted, waiting list, not admitted).

In order to validate their registration, admitted candidates must:

- ❖ Return, at the latest **within 2 weeks after the notification of admission** or **at the deadline indicated in the email**, the signed payment commitment,
- ❖ And pay a deposit:
  - Entry in 1<sup>st</sup> year: 4,000€
  - Entry in 2<sup>nd</sup> year: 6,000€

If you do not reply within the time limit indicated,  
your application will be cancelled.

# Further instructions about the MSc

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## BACK-TO-SCHOOL

**First day of the academic year and official back-to-school:** beginning of September 2023

## APPLICATION FEES

The application fee of 150€ (limited to 50€ for students with higher education scholarship), non-refundable, must be paid online at the following address:

<https://www.boutique.ferrandi-paris.fr/catalogue-liste?catid=2222>

Without payment of the application fee, your application will not be considered.

## TUITION FEES

The tuition fees for the Master of Science's degree with entry in 1<sup>st</sup> year represent 13,500 €.

The tuition fees for the Master of Science's degree with entry in 2<sup>nd</sup> year directly represent 20,000 € (in following of the 1<sup>st</sup> year, tuitions are 15,000€ for the 2<sup>nd</sup> year).

This price does not include:

- Meal expenses (in France and abroad)
- Payment of the CVEC (Contribution de Vie Etudiante et de Campus)
- Transportation and accommodation during travels in France or abroad

## TERMS OF PAYMENT

Training	Deposit	Balance
Master 1 <sup>st</sup> year	4,000€	9,500€
Master 2 <sup>nd</sup> year	6,000€	14,000€

Deposit at registration (incl. one-year deferred registrations), non-refundable except in case of failure of the diploma required of entry in 1<sup>st</sup> year or 2<sup>nd</sup> year.

Balance of the year payment:

- One-time payment: before August 29<sup>th</sup>, 2023 at the latest. In this case a discount of 200€ will be applied

**OR**

- By 8 monthly withdrawals from November 2023 to June 2024.

Once the training has begun, the training fees are due in full (25,000€) even if you leave during the year.

## Visa refusal for foreign applicants

The deposit can be refunded in case of a visa refusal by the French Consulate. Proof of this refusal must be provided for us to proceed with the refund. This does not apply in the case of late submission of a visa application or failure to comply with visa application procedures.

## Deferral conditions

If a deferred student is unable to attend the next session of the program, the full tuition deposit will be withheld, and no refund will be issued.

## Exceptions and force majeure

Exceptions to the above-mentioned postponement and withdrawal conditions may be made on a case-by-case basis, at the discretion of FERRANDI Paris management, in the event of force majeure or unforeseen circumstances.

## FINANCING OF STUDIES

### ❖ Student Loans

The school has negotiated preferential rates with partner banks. The contact details of our partners will be communicated to you when you are admitted.

Depending on your situation, you can meet with our social worker, by appointment, in order to learn about possible financial aid.

Do not hesitate to contact us for more information.

## CONTACTS

### Information

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