

# MSc in Hospitality Management

## Bilingual Track or English Track

September 2022 to December 2023

- Campus of Paris -

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## APPLICATION PROCESS

2022

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

**FERRANDI Paris**

Campus de Paris  
28, rue de l'Abbé Grégoire  
75006 PARIS

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# APPLICATION PROCESS 2022

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## RECRUITMENT CONDITIONS

### ❖ Candidates with a French or 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>, 2022 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.
- If you hold a Master's degree (240 ECTS minimum), the admission jury decides, in view of the courses followed and the results obtained, to exempt him/her, if necessary, from the first part devoted to mastering the fundamentals.

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 800 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

From **Friday, November 19, 2021 at 10:00 a.m.**, you can apply directly via our website: [www.ferrandi-paris.fr](http://www.ferrandi-paris.fr) to the desired course.

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 a pdf file, a cover letter and a detailed CV [resume],
- in a pdf file, the ID card or copy of your passport,
- merged in a pdf file, the report cards [grades details] of the last year of study in higher education,
- specific documents, i.e., any document that could enrich your application, including language certification (letters of recommendation, GMAT, TOEIC, etc.), merged in a pdf file,
- proof of payment of the non-refundable application fee [or 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 and English test

The purpose of these tests 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 and English, or English exclusively.

The interview and English test take place on the Paris Campus or by video conference in case of impossibility to travel.

## For the candidates present on the metropolitan territory

Candidates who are declared eligible must attend these tests with their invitation to attend and an ID card or Passport. The half-day selection test takes place on the FERRANDI Paris 6<sup>th</sup> district site and consists of two parts:

Tests	Coefficients	Duration
Motivational interview in English and French	1	30 min
Written test in English	1	30 min

The motivational interview is conducted face-to-face by a professional in the sector and the Academic Manager, who acts as Chairman of the Jury.

The written English test is designed to evaluate the candidate's ability to write a professional document in English.

The calendar of the selection half-days will be available from November 22, 2021 on our website and is updated regularly.

## For candidates not present on the metropolitan territory

Candidates who are declared eligible are invited to the following test:

Tests	Coefficients	Duration
Motivational interview in English and French	1	30 min
Written test in English	1	30 min

The motivational interview is conducted via video conference by a professional from the sector and the Academic Manager, who acts as Chairman of the Jury.

The written English test is designed to evaluate the candidate's ability to write a professional document in English.

The candidate will be given time to complete the test which will be sent to him/her at the end of the interview.

The calendar of the selection half-days is available on our website and updated regularly

## ❖ Admission

At the end of the tests of each recruitment session, the admission panel draws up the first list of admitted candidates. The number of candidates admitted per session is determined by the jury according to the academic level requested.

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 15, 2022, who will judge the relevance of the request.

Candidates who are not admitted will have the opportunity to retake the entrance exams 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 of 7500 €

If you do not reply within the time limit indicated, your registration 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 2022

## WORK PLACEMENT, INTERNSHIP IN FRANCE AND ABROAD

**For internships and work placements in France or abroad,** the school assists students in finding their internship through its network of partner companies and its Career Booster program.

## STUDY ABROAD PROGRAM

**The student will have the opportunity to participate in a four-week study trip abroad during his or her studies.** He/she will express his/her choice of destination according to his/her professional project during his/her selection interview. This choice will be validated during the first day of the academic year.

However, even though FERRANDI Paris will do its best to honor each applicant's wishes, it cannot guarantee the assignment of the chosen destination.

The student is responsible for taking care of the administrative procedures required to obtain a visa for the study trip. He/she will be accompanied by the school if necessary.

## APPLICATION FEES

**The application fee of 100 €, 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 represent 25,000 euros.

### This price includes

- The pedagogical cost of the training
- The study trip (airfare and accommodation)
- Support for internship or work placement
- Membership in the alumni association

### This price does not include

- Meal expenses (in France and abroad)
- Payment of the CVEC (Contribution de Vie Etudiante et de Campus)

The MSc in Hospitality Management course is eligible for higher education grants (CROUS).

## TERMS OF PAYMENT

Deposit of 7 500 € at registration (incl. one-year deferred registrations), non-refundable except in case of failure of the bachelor's degree exam.

Payment of the balance of the year of 17 500 €:

- In one go: before August 29<sup>th</sup>, 2022 at the latest. In this case a discount of 200 Euros will be applied
- OR**
- By 10 monthly withdrawals from November 15, 2022 to August 15, 2023.

Once the training has begun, the training fees are due in full (25,000 Euros) 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 in order 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

### General Information

**Tony ZRDAVKOVSKI**

+33(0)1.49.54.28.17

[tzdravkovski@ferrandi-paris.fr](mailto:tzdravkovski@ferrandi-paris.fr)

### Academic Manager

**Benjamin-Thibault CHEVALIER**

+33(0)1.49.54.29.96

[btchevalier@ferrandi-paris.fr](mailto:btchevalier@ferrandi-paris.fr)

### MSc Coordinator

**Brigitte LAFARGUE SANCLOUS**

+33(0)1.49.54.28.26

[blafargue@ferrandi-paris.fr](mailto:blafargue@ferrandi-paris.fr)

### Higher Program Coordinator

**Sylvie CHARLES-LETHON**

+33(0)1.49.54.17.42

[scharleslethon@ferrandi-paris.fr](mailto:scharleslethon@ferrandi-paris.fr)