



I CHOOSE:

- ADVANCED CULINARY ARTS PROGRAM**
- ADVANCED HOSPITALITY & FOOD SERVICE PROGRAM**

**Please note that a minimum level of language is required in order to make the most of your experience at Institut Paul Bocuse, France:
Culinary: French A1 | English B1
Hospitality: French A2 | English B2*

PERSONAL DATA

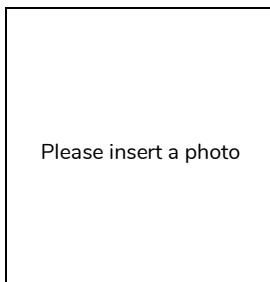
MR.

MRS.

FAMILY NAME:

FIRST NAME:

PASSPORT N°: DATE OF VALIDITY:



DATE OF BIRTH (dd/mm/yy)	
PLACE OF BIRTH (city & country)	
NATIONALITY	
E-MAIL	
TELEPHONE	
ADDRESS IN HOME COUNTRY (address / zip code / city / country)	
CONTACT IN CASE OF EMERGENCY (name / phone number / email address)	
FOOD ALLERGIES / HEALTH ISSUES	

LANGUAGES SKILLS

Abbreviations to use in the columns: **A1:** Beginner | **A2:** Elementary | **B1:** Intermediate | **B2:** Upper intermediate | **C1:** Advanced | **C2:** Master

	Mother tongue	Written language	Spoken language
French			
English			
Others			



PREVIOUS & CURRENT STUDY

DIPLOMA FOR WHICH YOU ARE CURRENTLY STUDYING

Specify year of study

OTHER DEGREE-DIPLOMA

PREVIOUS PROFESSIONAL EXPERIENCE

TYPE OF EXPERIENCE

(Internship / Student job / Volunteering)

DURATION

JOB TITLE AND MAIN MISSIONS

MEMBER INSTITUTION'S APPROVAL

NAME OF THE HOME INSTITUTION

NAME OF YOUR COORDINATOR

E-MAIL

TELEPHONE

We approve and support this application. We confirm that the applicant has the academic and linguistic skills necessary for this exchange program.

Place & Date:

Name of the Coordinator:

Signature with stamp of home institution:

Place & Date:

Name of the Student:

Signature:

The following documents must be enclosed with the application form filled and signed page 2

	Curriculum vitae – PDF format
	Curriculum vitae – video format Objectives: MY BACKGROUND / MY PROJECT / MY PERSONALITY → Present yourself and explain your motivation and expectations (Who are you? Why do you want to come at IPB?) <u>Tools:</u> camera or phone <u>Language:</u> English or French <u>Duration:</u> 2 minutes maximum <u>Format:</u> .mov / .mpeg4 / .avi / .wmv / .mpegps / .flv / 3gpp / webM <i>Tips: Do not read your curriculum vitae. Be creative! Show your personality.</i>
	Passport copy

**PLEASE SEND THE APPLICATION FORM
AND DOCUMENTS BY E-MAIL TO:**

Charlotte JACQUIER

Alliance Network Coordinator

charlotte.jacquier@institutpaulbocuse.com

+33 4 27 01 23 44

DEADLINES

January 4th – Sending of application forms

January 10th – First admission session

January 17th – Confirmation of registration

January 21st – Second admission session

February 20th – Fee payment

ONCE YOUR APPLICATION IS ACCEPTED:

1. You receive an email that confirms your admission to the program chosen.
2. You receive an email with your credentials to log in on the intranet platform of Institut Paul Bocuse.
3. You confirm your admission by online registration: <https://inscription.institutpaulbocuse.com> and payment of the fees.

TUITION FEES

Tuition fees must be paid two months before the program starts. The cost includes contact hours, housing, full board from Monday to Friday (except bank holidays), a liability insurance, a multi-risk insurance and civil insurance for housing. For the housing, a deposit of 500 euros (five hundred euros) will be asked on the day of arrival at the residence and must be paid by credit card. The deposit will be refunded on the day of departure if any incident occurred during the stay at the residence.

Check in date: Monday April 29th or Tuesday April 30th 2019, from 8am to 6pm

Check out date: Saturday August 3rd 2019, from 8 am to 6pm

Cancellation policy: if the student cancels less than 6 weeks prior to the beginning of the program, the refund will be 40% of the tuition only.

ONCE THE REGISTRATION PROCESS IS FINISHED:

1. You receive an email informing you of your definitive admission and a letter of invitation necessary for your visa request.
2. You start your visa and international insurance requests.
3. You download the copy of your visa and proof of international insurance on the intranet platform.

VISA FOR NON-EUROPEAN STUDENTS:

A minimum of a two-month period is required to obtain your visa: **Student visa « long séjour temporaire / dispense temporaire de carte de séjour »**

INSURANCES:

INSURANCE INCLUDED:

Liability insurance: Insurance covering all accidents and injuries you may cause to a third party during your stay. It is mandatory.

Housing Multi-risk Insurance: Housing multi-risk insurance is compulsory for staying in the student residence of Institut Paul Bocuse.

INSURANCE NOT INCLUDED:

Private International Insurance: You must subscribe to a private international insurance covering medical needs. This policy must cover your medical costs, hospitalization, and eventual repatriation.