

SURVIVAL GUIDE

REIMS MANAGEMENT SCHOOL MAP LOCATION	4
REIMS MANAGEMENT SCHOOL AN OVERVIEW	5
THE FRENCH HIGHER EDUCATION SYSTEM	5
TYPE OF INSTITUTION	5
RECEPTION DESK "ACCUEIL" CAMPUS 1	6
RM SCHOOL CAMPUS 2 OPENING HOURS	6
FAX AT THE RECEPTION DESK	6
RMS CAMPUS CAFETERIA	6
LIBRARY/MEDIATHÈQUE	7
IT FACILITIES & SERVICES	7
PRINTERS	8
RMS PROGRAMS	9
CAMPUS LIFE	11
INTERNATIONAL LINKS	11
INTERNAL & EXTERNAL "GO-BETWEEN"	11
SPORTS & THRILLS	12
FOOD & DRINKS	12
ARTS & CULTURE	12
HUMANITARIAN PROJECTS	13
FINANCE & BUSINESS	13
PRACTICAL INFORMATION ABOUT STUDYING IN FRANCE	14
COMING TO FRANCE & ADMINISTRATIVE PROCEDURES	14
STAYING IN FRANCE	14
HOW TO GET TO THE SOUS-PRÉFECTURE	16
RESIDENCE PERMIT FIRST APPLICATION	17
RESIDENCE PERMIT RENEWAL	17
LIST OF EMBASSIES	18
ACCOMMODATION	19
ACOBHA RESIDENCE	19
CROUS CAMPUS ACCOMMODATIONS	20
TEMPORARY ACCOMMODATIONS	21
TIPS FOR FINDING A RENTAL	21
HOUSE INSURANCE	23
HOUSING BENEFIT	23
HOUSING TAX	24
COMING WITH FAMILY & CHILDREN	24
REIMS IN BRIEF	25

PRACTICAL INFO ABOUT REIMS CITY	27
HOW TO GET TO REIMS CITY BY MOTORWAY	27
GETTING TO REIMS CITY FROM PARIS AIRPORTS: ROISSY CDG & ORLY	27
TRAIN TIMETABLE	28
TGV ARE SHOWN IN GREY.	28
WEBSITE: HTTP://WWW.VOYAGES-SNCF.COM	28
MEANS OF TRANSPORTATION	29
WEATHER CONDITIONS	30
MEDICAL HEALTHCARE	31
HEALTHCARE EXPENSES	31
INTERNATIONAL STUDENTS & EUROPEAN STUDENTS	31
LIVING IN FRANCE	33
FOOD	33
OTHER PRICES	33
CURRENCY	33
EXCHANGE RATES	34
SHOPPING	34
NEAREST SHOPPING CENTRE & SUPERMARKETS	35
SHOPPING ON SUNDAYS	36
GOING OUT	37
EATING & DRINKING	37
MOST POPULAR RESTAURANTS	37
CINEMA	38
CYBER CAFE	38
USEFUL DATA	39
DOCTORS	39
DENTISTS	39
PHARMACY	39
DRY CLEANER/LAUNDRY	40
BANKING SERVICES	40
POST OFFICE	41
READING MATERIALS	41
PUBLIC PHONE BOOTHS	41
LOCAL & INTERNATIONAL CALLING CODES	41
EMERGENCY NUMBERS	42
BANK HOLIDAYS	42
NOTES	43
OUR LAST WORD	44

REIMS MANAGEMENT SCHOOL MAP LOCATION



Campus 1: 59 rue Pierre Taittinger 51100 Reims

Campus 2: 120 avenue Epervain 51100 Reims

Phone: +33 (0)3 26 77 47 47 – **Fax:** +33 (0)3 26 04 69 63

REIMS MANAGEMENT SCHOOL AN OVERVIEW

The French Higher Education System

A distinctive feature of the French Higher Education is that in Engineering and Business Administration students can choose to study outside the public university system in the specialized *Grandes Ecoles*.

The *Grandes Ecoles* were initiated by Napoleon to train the country's technical elites. Originally, these were Engineering Schools. In the 19th century however, Chambers of Commerce

decided to set up the Management Schools based on the *Grandes Ecoles* model in order to produce managers who would run French firms.

Type of Institution

Reims Management School is a state-recognized and fully accredited Management School in the French High Education sector affiliated to Reims and Epernay Chamber of Commerce. It is governed by the Board of Trustees composed of a corporate regional government and Chamber of Commerce Representatives. The school, one of France's largest and best-known, was founded in 1928. There are 2,800 students on campus. About six hundred represent foreign students.

Sources of finance are diversified (20% Chamber of Commerce and City; 25% Executive Education and Consulting; 55% Student Fees).

Today, all the leading French Management Schools are run partially or totally by Chambers

of Commerce. The system is based on selective and limited entry through competitive examinations along with an applied curriculum and practical experience producing quality graduates with a relevant training, who can adapt rapidly to the working environment.

The degrees awarded by the *Grandes Ecoles* are accredited by the French Ministry of Education and these degrees are equivalent to a Master, a five-year qualification.

The school is autonomous with regards to the program developments and strategies. It has excellent market recognition: high-quality applicants, multiple job offers per graduate, a high average starting salaries. The school has an outstanding reputation with the employers.

Reception Desk "Accueil" Campus 1

Opening hours
Monday-Thursday: 8.00-18.00
Friday: 8.00-17.30
Saturday: 9.00-12.00

RM School Campus 2 Opening Hours

Opening hours
Monday-Thursday: 8.00-18.00
Friday: 8.00-17.00
Closed on Saturday

Opening hours are subject to change during bank holidays but both campuses are generally closed during this period.


Fax at the Reception Desk

France	0.69 € per minute
International	2.13 € per minute

RMS Campus Cafeteria



There is a cafeteria and a *Point Gourmand* in each campus. You can choose to have a complete meal or rather opt for a sandwich. There are vending machines in the corridors which provide various snacks and hot/cold beverages. A meal will cost you 3.70 € per person (2009/2010). On a sunny weather, you may lunch outside on the terrace!

 Eating and drinking inside the classrooms are strictly forbidden.

Library/Médiathèque

The documents and books available are mainly in French, however the library offers a multitude of publications (books, newspapers, magazines, journals, CDs) in English, Spanish, Italian and German languages.

Computers provide Internet access. To obtain access, students must show their student card or registration certificate.

Opening hours

Monday-Thursday: 9.00-19.00

Friday: 9.00-18.00

Saturday: 9.00-12.00



Please note that during the month of July the library or *Médiathèque* is only opened in the afternoon sessions from 13.30 to 19.00.

IT Facilities & Services



The school is equipped with WI-FI (wireless access to Internet/e-mail). If you have a WI-FI card, you will therefore be able to use WI-FI. Each school will provide the configuration details in due time.

There are computer rooms equipped with desktops using Windows Pack Office (Word, Excel and PowerPoint).



French keyboards are in AZERTY mode – not QWERTY! You may find it confusing at the beginning but you will get used to it in no time. However, we strongly advise you to take your own laptops, keyboards and USB keys with you.

Free access computers are available for students. Computers allow free and unlimited Internet access via Renater network.

Access via Internet will NOT need a modem for there are no modem connection sockets in the school premises. Be sure to check with a technician in your home country that your computer has an ETHERNET 10/100 network connection system.

Opening hours
Monday-Friday: 7.45-22.00
Saturday: 7.45-18.00
Closed on Sunday

As computer rooms are classrooms too, they may sometimes be reserved by the professors during the day. So, please consult the room's schedule on each door.

Printers

You will be given a password by the school to be able to use the printers. For this you will have to buy credits at the Reception Desk.

20 Copies	1 €
50 Copies	2.50 €
100 Copies	5 €
500 Copies	25 €

RMS PROGRAMS

EXECUTIVE EDUCATION [®]RMS
TAILOR-MADE TRAINING

Executive Education, Lifelong Learning

Reims MS Exec Ed is the Executive Education department of Reims Management School, which was born from the vision that lifelong learning will play an ever increasing role throughout an executive's career. Reims MS Exec Ed provides know-how in the design, operation and ongoing improvement of successful learning events for executives.

The department provides answers for companies facing the challenge of executive team working in the international settings who perceive international Executive Education as a means of motivating and retaining their key people.

MBA [®]RMS

MBA Program EXECUTIVE & INTERNATIONAL

International MBA (Full-Time) & Executive MBA (Part-Time)

Created in 1972 and rated in the top ten French MBA courses, the Reims MBA aims to prepare professionals with exceptional potential to become tomorrow's leaders, managing teams and companies in the corporate world.

The MBA program offers a high level, broad based, personalised program to experienced professionals who have strong leadership potential and a sound educational background. The rapid acquisition of new skills gives an overview of a business adding a strategic dimension to their career development. This post-graduate program is the most international one at Reims MS and runs in two formats: International MBA Full-time (IMBA) and Executive MBA (EMBA), a part-time qualification for executives.

MASTER(E)S [®]RMS
BUSINESS EXPERTISE

Specialised Masters

Master programs run in partnership with the leading academic institutions and professional bodies in each area of specialization.

SUP DE CO REIMS [®]RMS
GRANDE ÉCOLE

ESC Program (Sup de Co)

Founded in 1928, the *Ecole Supérieure de Commerce de Reims*'s mission is to train high-qualified students to practice management responsibilities which will lead them to topmost management positions in the international organisations.

The *Ecole Supérieure de Commerce de Reims* is rated among the top six *Grandes Ecoles* specialising in management in France. The school awards the Master of Science in Management (MSc) to students who have yet to start out on their careers.

CESEM^{®RMS}

INTERNATIONAL MANAGEMENT

CESEM / MIM Programs

Created in 1974, the *Centre d'Etudes Supérieures Européennes de Management* prepares students to the international management careers.

The CESEM is mainly international of the undergraduate programs at Reims MS. The CESEM is a four-year course leading to a Bachelor Degree fully recognized by the Ministry of Education, the DESEM (*Diplôme d'Etudes Supérieures Européennes de Management*).

The program contributes to building strong personalities that can adapt instantly to the different international contexts.

Students may continue their studies at the Master's level leading to the award meaning of an **MSc in International Management**. Within the framework of our IPBS Network (International Partnership of Business Schools), students have access to nine tracks: RMS, France; ESB Reutlingen, Germany; Università Católica del Sacro Cuore, Italy; Dublin City University, Ireland; Universidad De Las Americas, Mexico; Northeastern University Boston, USA.

TEMA^{®RMS}

MANAGEMENT & INNOVATION

TEMA Program

Founded in 1999, TEMA School of TEchnology and MAnagement educates tomorrow's managers to lead projects and product development in high-tech environments. The most innovative program at Reims MS, TEMA is a 5-year course leading to a Master of Science in Technology and Management (MSc).

The School recruits the most talented students and prepares them to lead and manage in high-tech fields. The program offers high-level teaching in the principles of Management and Information/Communication Technologies field using innovative interactive training methods and a period of immersion in the world of business which will help students develop their professional skills, enrich their personalities and reinforce their leadership potential.

SUP'TG^{®RMS}

SALES & MANAGEMENT

SUP'TG Program

Founded in 1989, *l'Ecole Supérieure des Métiers de la Vente et de la Gestion - Sup'TG* – produces managers in the fields of sales and administration through its three-year program. The School recruits the most suitable students, prepares them for sales and administration careers facilitating their entry into the job market.

CAMPUS LIFE

International Links

For international link, please see the tab “*International – Aides à la mobilité internationale*” on the **Website:** <http://www.crous-reims.fr/international/aides-a-la-mobilite-internationale/>

- ❖ International Students Union for the international links is called **Le Bureau de l'International (BDI)**. This organization is working particularly to welcome and to integrate the international students into the school and to help them to mix up with foreign culture. Notably, the BDI provides administrative assistance with regards to your residence permits and accommodations, provides some help to look for internships abroad, organizes discovery trips in France and elsewhere and livens your evenings up.

BUREAU DE L'INTERNATIONAL (BDI)
Email: bdi.mixshake@gmail.com

Internal & External “Co-Between”

- ❖ **Students Union or Le Bureau des Elèves:** is composed of student representatives elected each year. Each school has its own *Bureau des Elèves*. It organises the Freshers' week, parties, balls...
- ❖ **Le Monocle:** this association updates and publishes each year a free practical guide which is entitled *Le Monocle* about Reims City and its vicinity.

LE MONOCLE
Email: contact@lemonocle.com
Website: <http://lemonocle.portail-myrms.com>

- ❖ **VirtualRMS:** this association is in charge of the website of the school's unions as well as the training to use the IT tools.
- ❖ **MyRMS:** this association manages the website dedicated to RMS students.

MYRMS
Website: <http://portail-myrms.com>

- ❖ **Open Maroc:** it aims at promoting Morocco, through various cultural and economic activities such as conferences, parties, trips, sport events and charity events.
- ❖ **Communauté chrétienne:** it organises various events around Christian faith.
- ❖ **Addict:** this association manages the media (video and communication) about student events in RMS.

Sports & Thrills

- ❖ **Sports Union or Le Bureau des Sports (BDS):** activities and competitions are organized by this union throughout all year.
The BDS organises a wide range of activities: tennis, football, rugby, gym, etc. For weekly schedules, just check their offices. Activities are usually planned on Thursday afternoons, as there are no classes.
Yearly subscription to BDS is approximately 23 €.
- ❖ **Bureau de l'extrême (BDX):** it organises alternative thrilling sport events, such as paintball, karting, laser-game, parachute jumps...
- ❖ **RMS rugby team:** it organised its first tournament in the spring 2010.
- ❖ **RMS Sailing Club:** it organises the sailing training sessions, for the *Grandes Ecoles* tournament.
- ❖ **Sup de Golf:** it organises the golf training sessions, for the *Grandes Ecoles* tournament.
- ❖ **Sup d'Aviron:** it organises the rowing training sessions, for the *Grandes Ecoles* tournament.



Food & Drinks

- ❖ **Le Foyer:** this is the school social centre where the students have different access to a TV room, video games, fast food, parlour games and theme parties.

Arts & Culture

- ❖ **Le Bureau des Arts (BDA):** it organises cultural events (*Ciné-club*, *Printemps Théâtral*), produces and directs the school video book and also offers theatre and dancing lessons.
- ❖ **Reims Monte en Scène:** for more than 25 years, this association has organised the theatre festival of the *Grandes Ecoles*.
- ❖ **Délivr&moi:** two years ago, this association started to organise a literary festival for the *Grandes Ecoles*, which is open to two categories (novels and comics).
- ❖ **Association Conférence et Contacts Entreprises (ACCES):** this association's role is to promote contacts between the students and firms by inviting famous speakers from the business, scientific and/or artistic world to hold a conference in the school.
- ❖ **Courtisez-moi:** this association promotes the art of short-movies.

Humanitarian Projects

- ❖ **Partenariat Entreprises-Associations à caractère humanitaire (PEACH):** is involved in quite a lot of national and international humanitarian projects such as a mission in Ukraine, activities for children in need and fund-raising for the national humanitarian associations.
- ❖ **PrépaRémois:** it aims at training underprivileged high school student to access graduate studies.
- ❖ **Handiversité:** it aims at increasing student awareness of the professional integration of disabled persons.
- ❖ **Oïkos Reims:** it aims at increasing student awareness of sustainable development and promoting its integration in management courses.
- ❖ **Cheer up:** it helps people suffering from cancer to realise their personal objectives.

Finance & Business

- ❖ **ESC Reims Junior Conseil (Junior Enterprise):** this Junior Enterprise also known as "JE" undertakes market surveys for companies such as Total, Unilever, IBM, and in different fields such as marketing and communication.
- ❖ **RMS Invest:** it allows students who are keen on finance to acquire knowledge, meet professionals and take part into conferences, in partnership with Banking and Finance Groups.
- ❖ **AISEC:** this network supports student international and professional mobility.
- ❖ **L'Association de Conseil à la Création d'Entreprises pour le Développement de l'Emploi (ACCEDE):** the objective of this association is to assist the unemployed who want to create their own companies by providing them assistance and information about the marketing strategies, financial planning and legal environment procedures.
- ❖ **Atout Job Service:** this is a link with companies which are looking for resources available for student jobs during the weekends and/or holidays.



PRACTICAL INFORMATION ABOUT STUDYING IN FRANCE

Coming to France & Administrative Procedures

You must have a valid ID or passport with you to enter and reside in France. Depending on your country of origin, it may be compulsory to apply for a student visa at your local French Consulate or Embassy, if you plan to stay in France **for over 3 months**.

Staying in France

❖ Students from EEA countries and Switzerland

If you are a student from EEA countries¹ or Switzerland, no visa is required by the French authorities. You will only be asked to hold a valid passport during your stay.

❖ Students from other countries

The French authorities have issued you a long-stay visa and you no longer need to apply and get a *Titre de séjour*. Your long-stay visa authorizes you to stay under the following conditions:

- ✓ You must ensure that your passport has been endorsed and stamped indicating your date of entry in France by an Immigration Officer at the border control.
- ✓ If you have entered France in transit via another Schengen State, this stamp must be affixed by the competent authorities of this State. In this case, you will be presumed to have entered the French territory not longer than five days after this date.
- ✓ Once in France, you must complete the application form entitled “Request of OFII certificate” (*Demande d’attestation OFII*). This application form was given to you along with your visa mentioning your date of entry to France, your full address in France and your visa number. OFII will contact you for your medical visit or for an appointment to certify your presence in their office.
- ✓ You must forward this application form once you have arrived in France (registered post with return receipt) to the OFII Direction in Reims:

**Office Français de l’Immigration et de
l’Intégration - OFII**

26-28 rue Buirette 51100 Reims

Email: reims@ofii.fr

Phone: +33 (0)3 26 36 97 29

- ✓ Enclose copies of the pages of your passport concerning your personal details, the page endorsed and stamped by the Immigration Officer (or by the authorities of the transit State), mentioning the date of transit at the border and the issued visa.

¹ EEA countries include: 27 EU countries (Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom), as well as three EFTA countries (Iceland, Liechtenstein and Norway).

- ✓ OFII will contact you to validate your visa. On this occasion, you must bring the following required documents:
- Passport
 - Passport photo without a hat or cap
 - Proof of domicile in France (rental receipt, invoice for electricity, gas, water, or telephone bills under your name or, in the absence of these documents, an accommodation certificate)
 - Your medical certificate if you have completed your medical examination before coming to France. For more information please go to the website: www.ofii.fr
 - Tax amount to be paid to OFII: 55 € (2010) payable in OMI stamps or ANAEM stamps. You can buy these fiscal stamps at the *Centre des Impôts* (Tax Centre), 136 rue Gambetta 51100 Reims (French speaking).

Furthermore, once all of these formalities have been completed, your passport (with this visa and the mention by OFII that you have completed the formalities) will authorize you to remain legally in France during the validity of your visa.

The non-completion of the formalities mentioned above within a delay of 3 months will subject you to the procedure for irregular stay.

Three months before the expiry of your visa, should you wish to renew it, you must go to the *Sous-préfecture* in Reims to request a Residence permit (*Carte de séjour*).

The personnel at the reception desk will give you the necessary forms and indicate to you the relevant documents to provide. The documents required by the *Sous-préfecture* could vary depending on the reason for the extension of your stay.

Failing to do so will oblige you to return to your country of origin in order to apply for a new visa.

❖ Students from Algeria

For Algerian students, the former procedure is still implemented. Therefore, you need to apply for a Residence permit (*Titre de séjour*). Each residence permit is only valid for one year. Therefore, if your studies exceed a year (Double Degree Students) and when your student visa expires, you will get an extension by presenting your enrolment certificate. The administrative procedure for a residence permit can only be initiated **once you are in France**, with the *Sous-préfecture* located in Reims city centre.

Please note that if your application is incomplete, your application will not be taken into account.

❖ Guichet Unique

As the administrative procedures are too complicated and will take some time, the different schools of Reims, CROUS along with the *Sous-préfecture* have developed a partnership in order to make things easier for our non-French speaking students.

As a result, a *Guichet Unique* has been created which will be **opened from 1 September to 15 October (from 10.00 to 16.00)** and is located 106 rue de Vesles.

The *Guichet Unique* will help students prepare their OFII application, their *Titre de séjour* applications and will make an appointment between the students and the *Sous-préfecture* for which a one-year student visa is delivered.

CROUS INFO DESK
Le guichet unique
106 rue de Vesles 51100 Reims
Phone: +33 (0)3 26 50 59 11
Email: international@crous-reims.fr

How to get to the *Sous-préfecture*

Address: Place Royale – Reims

Phone: +33 (0)3 26 86 71 00 (French speaking only)

Take the "H" bus line from campus 1 or 2 to get to the Theatre. Starting point: you can see the Theatre in front of you, behind you is McDonald's, on your left side, walk until you reach the Place Royale roundabout. It is a two-minute walk. On your right is the *Sous-préfecture* building. When facing the building, the office is located on the right wing of the building.



Students arriving end of October will have to gather all the necessary documents. They have to present them directly to the *Sous-préfecture*.

Please note the following:

- ✓ Be sure to take with you all the required documents for a student visa application.
- ✓ Be sure that your passport is valid during your study period in France (please note that it is practical to renew your passport in your home country).
- ✓ Be sure that all the needed papers for a student visa application are translated by a certified French translator before leaving your home country; the address of the certified French translator and official stamp must appear on each translated document.
- ✓ Be sure to make copies of your official papers. We would also ask to take with you the original documents along with its copies.
- ✓ Be sure that the photocopied papers are legible.
- ✓ If your application is incomplete and if there are missing documents, procedures will not take place meaning your application is not taken into account.

Medical examination: you will be asked to undergo a medical examination and a chest x-ray by the OFII agency. They will notify you at your own personal address. This administrative procedure will take quite long and normally delays the issue of your residence permit.

Medical examination fees: 55 € in fiscal stamp.

Where to get this fiscal stamp: at *the Centre des Impôts* (tax centre), 136 rue Gambetta 51100 Reims (French speaking).

For further information, please see: <http://www.marne.pref.gouv.fr>

Residence Permit First Application

For a Residence permit first application, you have to present yourself directly at the *Sous-préfecture*, bringing your passport. You will be given a list of necessary documents to bring along with you on a second date.

Residence Permit Renewal

This procedure is compulsory for all non EU students, who wish to stay for more than a year.



Make sure to show the original as well as the copies at the same time! Make sure that copies are legible!

List of Embassies

Country	Address in Paris	Phone number
Argentina	6 rue Cimarosa 75116	+33 (0)1 44 05 27 00
Australia	4 rue Jean Rey 75015	+33 (0)1 40 59 33 00
Austria	6 rue Fabert 75007	+33 (0)1 40 63 30 63
Belgium	9 rue de Tilsitt 75840	+33 (0)1 44 09 39 39
Brazil	34 cours Albert 1er 75008	+33 (0)1 45 61 63 00
Canada	35 avenue Montaigne 75008	+33 (0)1 44 43 29 00
Chile	2 avenue de La Motte Picquet 75007	+33 (0)1 44 18 59 60
Denmark	77 avenue Marceau 75116	+33 (0)1 44 31 21 21
Finland	1 place de Finlande 75007	+33 (0)1 44 18 19 20
Germany	13 avenue Franklin D. Roosevelt 75008	+33 (0)1 53 83 45 00
Hungary	5 square de l'avenue Foch 75116	+33 (0)1 45 00 94 97
Ireland	4 rue Rude 75116	+33 (0)1 44 17 67 00
Israel	3 rue Rabelais 75008	+33 (0)1 40 76 55 00
Italy	51 rue de Varenne 75007	+33 (0)1 49 54 03 00
Japan	7 avenue Hoche 75008	+33 (0)1 48 88 62 00
Mexico	9 rue de Longchamp 75116	+33 (0)1 53 70 27 70
Norway	28 rue Bayard 75008	+33 (0)1 53 67 04 00
The Netherlands	7 rue Eblé 75007	+33 (0)1 40 62 33 00
Portugal	3 rue de Noisiel 75116	+33 (0)1 47 27 35 29
Spain	22 avenue Marceau 75381	+33 (0)1 44 43 18 00
Sweden	17 rue Barbet de Jouy 75007	+33 (0)1 44 18 88 00
United Kingdom	35 rue du Faubourg St Honoré 75008	+33 (0)1 44 51 31 00
USA	2 avenue Gabriel 75008	+33 (0)1 43 12 22 22

ACCOMMODATION

You will have the assistance of the local students at the *Bureau de l'International*, (BDI) or at the International Relations Office (IRO) who are familiar with all the administrative procedures and who will provide support to international and exchange students to find their accommodations.

Should you book a flat or a room in advance, you will have to pay a monthly rent even if you do not stay in the premises yet.



IMBA students, Postgraduate Master students and exchange students should first contact the IRO, so as to book a room in ACOBHA or CROUS residences.

BUREAU DE L'INTERNATIONAL (BDI)

59 rue Pierre Taittinger 51100 Reims

Email: bdi.mixshake@gmail.com

ACOBHA Residence

ACOBHA's office is located in RMS campus 1. ACOBHA Residence represents three buildings right near the school and is equipped with elevator, laundry room and parking lot.

The residence counts 220 studios. Each studio is equipped with a single bed, tables, chairs, kitchenette (mini fridge, coffee maker, sink and cupboard), open shelves, house wares, bathroom facilities (shower and toilet) and cabinet. Other equipments such as microwave oven are not included but you can rent it from the ACOBHA. Remember that bed sheets and towels are not included.



Furniture rental fees: single 297.28 € and double 335.39 €.

Monthly rent: F1 type studio, single, 25m², 450 €.

Monthly rent: F1bis type studio double, 37m², 540 €.

Monthly rent includes fixed utility expenses (water + heating). Electricity is not included in the monthly charge fees and must be paid separately.

Each student has the choice to rent a studio in the campus area but demands exceed offers, and there are hardly any vacancies left after July as waiting lists and reservations are made quite in advance. Students arriving in the middle of the academic year will not have the chance to get hold of

on-campus accommodation for it is limited in number but we reassure you that there are other convenient lodging possibilities in the school area (see further on).



Monthly rental fees indicated above are subject to change!

ACOBHA

59 rue Pierre Taittinger 51100 Reims

Contact: Ms Ghislaine YVOREL

Email: ghislaine.acobha@reims-ms.fr

Phone: +33 (0)3 26 77 47 83

Opening hours

Monday-Thursday: 8.30-12.00/13.30-17.30

Friday: 8.30-12.00/13.30-16.00

For further information, please see the tab “*Infos pratiques – Logement*” on the

Website: http://www.reims-ms.fr/fr/groupe/infos_logement.php

List of documents to submit to ACOBHA Office:

- ✓ Guarantee deposit (refundable) equivalent to one-month rent
- ✓ Administrative fees (not refundable): 122 €

CROUS Campus Accommodations

Campus accommodations are run by CROUS offering several types of studios:

- ✓ Individual room
- ✓ Individual studio
- ✓ Flat share

Kitchen facilities are shared between students. CROUS provides furniture but not house wares.

CROUS

34 boulevard Henry Vasnier 51100 Reims

Contact: Ms PERIQUET

Phone: +33 (0)3 26 50 59 11

Email: international@crous-reims.fr

For further information, please see: www.crous-reims.fr

- ✓ Be sure to contact CROUS well in advance before arriving to avoid being on a waiting list!
- ✓ Be sure to prepare all the necessary documents needed to complete your application form:
 - A valid passport or ID card
 - 2 passport-size photos
 - Letter of acceptance or school registration proof
 - Original birth certificate and its official translation
 - Bank statement or financial resources proof

Please contact CROUS at international@crous-reims.fr for an application form before arriving.

Here a selection of **Websites** to find flatmates or roommates:

<http://www.appartager.com>

<http://www.e-colocation.fr>

<http://www.cherchecoloc.com>

<http://www.roomlinker.com>

<http://www.recherche-colocation.com>

Temporary accommodations

CENTRE INTERNATIONAL DE SEJOUR (CIS)

21 chaussée Bocquaine 51100 Reims

Phone: +33 (0)3 26 40 52 60

Fax: +33 (0)3 26 47 35 70

Email: info@cis-reims.com

For further information, please see: <http://www.cis-reims.com>

Tips for finding a rental

For a shorter or a longer stay, you can choose from the following residences:

❖ Résidence Hôtelière du Champ de Mars

English spoken, five-minute walk from the station and five-minute bus ride to the city centre. Rental studios and flats: furnished room 18m², furnished studio 19m², and furnished F2 apartment type with 2 rooms 18m².

Address: 17 rue du Champ de Mars 51100 Reims

Phone: +33 (0)3 26 02 17 22 / **Fax number:** +33 (0)3 26 02 79 79

Email: contact@residencehotel-reims.com

Website: <http://www.residencehotel-reims.com>

❖ Résidence Léon Paindavoine

It is located at the city centre near the cathedral, offering 29 rooms, from T1-type (20 to 26m²) to T2-type (39m²) studios.

In practical terms, Léon Paindavoine Residence is equipped with a game room, a cinema, a gymnasium, a library, a kitchen, a multimedia room, a launderette, a two-wheel garage and a workshop.

The rooms and the studios are equipped with bathrooms, telephone, TV socket and a kitchenette in the studios. Each room has a coffee maker and a refrigerator. All the accommodation are equipped with a telephone and a broadband Internet connection (2048 Kb/s) wireless network.

Address: 1 rue du Lieutenant Herduin 51100 Reims

Phone: +33 (0)3 26 61 48 00 / **Fax number:** +33 (0)3 26 61 48 99

Email: paindavoine.leon@club-internet.fr

Website: <http://www.reims-fjt.fr/paindavoine>

❖ Résidence Courteaux

It is situated in a calm and nice district close to downtown and station, 100m away from the bus stops "A" and "C" 10-minute bus ride or 15-minute walk from the city centre. A wide selection of all types of furnished and totally equipped accommodation from F1 to F3 type studios, monthly or yearly rentals, single or co-renting with a convenient free parking access.

Address: 31-37 rue Colonel Moll 51100 Reims

Phone: +33 (0)3 26 04 87 61 / **Mobile phone:** +33 (0)6 82 38 47 03

Fax number: +33 (0)3 26 09 70 91

Email: contact@residence-courteaux.com

Website: <http://www.residence-courteaux.com>

❖ Séjours et Affaires Clairmarais

Address: 25 rue Edouard Mignot 51100 Reims

Phone: +33 (0)3 26 07 74 63 / **Fax number:** +33 (0)3 26 07 59 16

Website: <http://www.sejours-affaires.com>

❖ Foyer Saint Sixte

Address: rue Lieutenant Herduin 51100 Reims

Phone: +33 (0)3 26 86 86 14 / **Fax number:** +33 (0)3 26 07 59 16

Email : foyerreims@chemin-neuf.org

Website: <http://chemin-neuf.org/spip/spip.php?rubrique289>

❖ Newspaper classifieds

You may flick through flat rental classifieds in newspapers, such as *Paru Vendu*.

PARU VENDU
Galerie Condorcet 51100 Reims
Phone: +33 (0)8 25 12 51 51
Website: <http://www.paruvendu.fr/immobilier/location>

Most commonly used abbreviations:

<i>Appt.</i> = <i>appartement</i>	Flat
<i>Asc.</i> = <i>ascenseur</i>	Lift
<i>Ch.</i> = <i>chambre</i>	Room
<i>Cuis. Éq.</i> = <i>cuisine équipée</i>	Fitted kitchen
<i>Disp.</i> = <i>disponible</i>	Available
<i>Lav.</i> = <i>lavabo</i>	Sink
<i>Liv.</i> = <i>living</i>	Living room
<i>Prox.</i> = <i>à proximité de</i>	Near
<i>Rdc.</i> = <i>rez-de-chaussée</i>	Ground floor
<i>Sdb.</i> = <i>salle de bain</i>	Bathroom
<i>Park.</i> = <i>parking</i>	Car park
<i>Cc.</i> = <i>charges comprises</i>	Service charges included
<i>Hc.</i> = <i>hors charges</i>	Service charges not included

House Insurance

A House Insurance is compulsory and is required for the Residence permit application. As soon as you occupy your studio, please go to the students' insurance companies LMDE or MGEL offering house insurance at competitive prices.²

Housing Benefit

Caisse d'Allocations Familiales (CAF) or Social Security Office helps students with their rental monthly payments. Be sure to file your application to the CAF before the end of the first month once you reside in Reims. RMS is not responsible for any decisions in terms of housing benefits. It is the CAF's decision alone.



Students with a temporary visa are ineligible for this housing benefit. Only students holding a long-stay student visa are eligible to CAF housing benefit.

CAISSE D'ALLOCATIONS FAMILIALES (CAF)
202 rue des Capucins 51100 Reims
Website: <http://www.marne.caf.fr>

² Please see chapter « Medical Healthcare » pages 31-32.

Housing Tax

Students who reside in studios will be notified by the French Tax Department when it is due. In general, housing tax is revisable each year. It amounts to about 250 €.

Coming with Family & Children

We are reminding you that there is no rental accommodation in the campus for you and your family but you can find a rental outside the campus school. If you wish to come with your family, depending the age of your children, please note that our system is as follows:

- ✓ From age 0 to 3: it is extremely difficult to get a place in the Day Care or *Crèche* (public service) and the waiting list is already full! Another option, you can refer to a nursery or *assistante maternelle*.
- ✓ From age 3 to 6: Kindergarten School or *Ecole Maternelle* is not compulsory in France. If by chance there is still a place your child may be accepted.
- ✓ From age 6 to 10: Primary School or *Ecole Primaire* is compulsory in France.
- ✓ From age 11 to 15: Elementary School or *Collège*.
- ✓ From age 16 to 18: High School or *Lycée*.

Registration is only possible once you have your own personal address in Reims.

For further details, please see the tab “*Ecoles de Reims*” on the

Website: <http://www.monecole-reims.fr>

For the Kindergarten and Primary School, you must go to the city hall education office located at 4 rue Jovin 51100 Reims (French speaking).

As for Elementary and High School, you must make an appointment with the school's Director of the district you live in.

Documents required:

- ✓ Family Record Book
- ✓ Decree in divorce (in case of divorce or separation)
- ✓ Child Health Record Book
- ✓ Proof of domicile in France

For further information, please see: <http://www.ville-reims.fr/fr/citoyennete/solidarite-sante/famille/mode-de-garde/index.html>

REIMS IN BRIEF

Key Facts

It is the largest city in the Marne and the second largest in North-East of France (after Strasbourg) with roughly 210 000 inhabitants. It is a dense city which makes the adjustment process fairly easy and it offers a wide variety of activities. For history enthusiasts, Reims is a place to explore.



Architectural Heritage

First and foremost, the renowned 13th century cathedral, situated in the city centre, was the setting for the best coronations. It was listed as a World Heritage site by the UNESCO in 1991.

Other must-sees are the *Musée Saint-Denis*, the *Palais du Tau*, the *Basilique Saint-Rémi*, and the *Porte de Mars*, an ancient Roman Archway.

Environment

Reims disposes of 82 parks and three remarkable gardens: you may enjoy five walking routes to visit them. A regional park which is part of the Reims Mountain, situated south of the city, is home to wildlife fauna.

Culture

There are several museums, among which the *Palais du Tau*, the *Musée des Beaux Arts* (Fine Arts), the *Hôtel Le Vergeur* (old Reims) and the *FRAC* (Contemporary Art). The city counts several public libraries as well as two cinemas and four scenes, the *Cartonnerie*, the *Comédie de Reims*, the *Opéra de Reims* and the *Manège de Reims*.

Gastronomy

For the eating and drinking enthusiasts, be certain to find small charming cafes, pizzerias and bars on the Place d'Erlon downtown as well as a wide choice of reasonably priced and first-class restaurants.

Reims is also in the heart of the Champagne region, famous world-wide for its wine, sublimated by the well-known *biscuits roses* (pink biscuits). A lot of famous Champagne wineries are located in the city and its surrounding areas since the 18th century. They can be visited. Be sure not to miss the wine-tasting!



Shopping

There is a wide variety of shops and stores, as well as six weekly markets.



Sports

Last but not least, Reims, which is historically linked to sports, disposes of numerous athletic equipments: 18 stadiums, 42 gymnasium, 6 swimming pools, 6 tennis courts, 5 sport fields, 2 ice rinks, 1 racecourse, 1 bowling pitch, 1 wall-climbing complex...

Should you go swimming, there is an Olympic pool in Reims.

PISCINE NAUTILUD - OLYMPIC POOL

(French spoken)

41 chaussée Bocquaine 51100 Reims

Phone: +33 (0)3 26 82 60 00

For opening hours, please see:

http://www.rems.fr/etablisements/pi_nautilud.html

TOURISM OFFICE (near Reims Cathedral)

2 rue Guillaume de Marchault 51100 Reims

Phone: +33 (0)3 26 77 45 25

Opening hours

Monday-Saturday: 9.00-19.00

Sunday: 10.00-18.00

For further information, please see the

Website: <http://www.ville-reims.fr>



PRACTICAL INFO ABOUT REIMS CITY

How to get to Reims City by motorway

The distance from Reims to Paris is 149 kilometres (93 miles). Speed limit in France is 130kph (81mph) on the motorway.

Reims from	Distance		Approx.
	(km)	(mi)	
Paris	149	93	1 hr 45 min
Aachen	332	206	3 hrs 48 min
Amsterdam	475	295	5 hrs 4 min
Barcelona	1124	698	11 hrs
Brussels	269	167	2 hrs 56 min
Calais + Eurotunnel	274	170	2 hrs 49 min
Geneva	482	300	5 hrs 28 min
Lille	208	129	2 hrs 12 min
London	417	259	4 hrs 55 min
Luxembourg	233	145	2 hrs 23 min
Strasbourg	344	214	3 hrs 30 min

Getting to Reims City from Paris Airports: Roissy CDG & Orly

There are two international airports in Paris: ORLY in the South of Paris and ROISSY CHARLES-DE-GAULLE (CDG) on the East side. Most international and transatlantic flights land at CDG Airport.

- ❖ **Car rental:** Hertz, Avis and Europcar are located in the airport terminal. Distance from CDG Airport to Reims is 150km (93mi). Follow A1/E15/E19 panel sign A3 and A104, continue driving on A104 until you see the panel sign indicating A4/E50 showing METZ, NANCY and REIMS directions. The car trip will take about 1 hr 44 min. Toll costs 9.20 €.
- ❖ **By train:** booking well in advance will give you a special discount for your train ticket, especially if you are younger than 25 years old.
From CDG Airport, take a TGV train ticket to Champagne Ardenne TGV station in Reims. Since 2007, TGV train (*Train à Grande Vitesse* or “High Speed train”) is the latest fastest train allowing travellers to arrive to Reims in 30 minutes from CDG Airport to Reims. Then take a taxi to RMS.
From Orly Airport, take a shuttle bus to the “C” RER train at Antony station, then heading towards the Gare du Nord; the Gare de l’Est is a 10-minute walk away.

To find your way through Paris transports, please see the tab “Finding your way” on the

Website: <http://www.ratp.fr>

Train Timetable

Paris Est to Reims		Reims to Paris Est	
Departure	Arrival	Departure	Arrival
6.35	8.35	5.00	7.52
7.35	9.20	6.45	7.30
7.57	8.42	6.51	8.53
8.35	10.17	6.56	8.00
8.39	10.08	7.30	9.53
8.57	9.42	7.45	8.30
10.35	12.22	8.14	9.00
11.27	12.12	10.05	11.53
12.35	14.33	10.45	11.30
12.57	13.42	12.45	13.30
13.57	14.55	14.03	15.58
14.35	16.31	15.53	17.53
15.57	16.42	16.19	17.04
16.35	18.34	16.49	18.53
17.27	18.12	17.15	18.00
17.35	19.33	17.35	19.53
18.27	19.12	17.35	21.53
18.35	20.31	17.55	19.53
19.27	20.24	18.01	19.00
19.27	20.07	20.00	21.53
19.35	21.29	20.07	21.19
19.35	21.45	20.15	21.00
20.47	21.42	20.38	21.19

TGV are shown in grey.

For further information, please see the tab "Train – Consulter les horaires" on the Website: <http://www.voyages-sncf.com>

Means of Transportation

There are now two train stations in Reims. There is one called Champagne Ardenne, which is devoted to "high speed trains" or TGV called. It is located in Bezannes, near Reims. There is a bus from that station to the city centre. The other one is still located in the town centre.

Once you arrive at the train station in Reims centre, you are only 15 minutes away from Reims Management School. You have one alternative: by taxi or by bus.

The last bus departure is at 22.30. Special night buses can circulate until midnight.

To go from the station to the city centre, take the "A", "C" or "D" bus line and get off at the Théâtre bus stop.

To go from the city centre to the campuses, take the "H" bus line from the Théâtre bus stop. Get off at Faculté de Droit et Lettres bus stop for the campus 1 and Franchet d'Esperey bus stop for the campus 2.

For further information, please feel free to contact Reims Urban Transports or TUR (*Transports Urbains de Reims*). The TUR staffs are French-speaking.

- ❖ **By taxi:** please note that you can either get a taxi right directly in front of the station (approximate cost: 8 €) or call a taxi by phone (see numbers below). Please also note that you cannot go and wait for a taxi to stop on the street! Call Marne taxi at +33 (0)3 26 02 15 02 or call Reims taxi at +33 (0)3 26 47 05 05.
- ❖ **By bus:** this is the most efficient way to travel and this means of transportation system is rather simple to comprehend in Reims. A single bus fare is 1 €. You can buy a ticket booklet or *carnet* equivalent to 10 tickets at the TUR shop, downtown on 6 rue Chanzy, next to the Theatre for 8.60 €.

GARE SNCF (English spoken)

Boulevard Louis Roederer 51100 Reims

Phone: +33 (0)8 92 35 35 35

Opening hours

Monday-Friday: 4.45-22.45

Saturday: 6.00-23.15

Sunday: 5:45-22.45

For further information, please see:

Website: <http://www.tgv-europe.com>

Website: <http://www.voyages-sncf.com>

LA BOUTIQUE TUR
Transports Urbains de Reims (French spoken)
6 rue Chanzy 51100 Reims
Phone: +33 (0)3 26 88 25 38

Opening hours
Monday-Friday: 7.30-19.30
Saturday: 10.00-19.30

For further information, please see the Bus Guide on the **Website:** <http://www.tur.fr>

Weather Conditions

Reims has reasonably cold climate in winter time from December to February. It may freeze and snow occasionally. Real sunny days start in June. In July and August, temperatures can exceed 30°C (86°F).

For further information, please see the Reims weather forecast on the **Website:** <http://france.meteofrance.com>

MEDICAL HEALTHCARE

Healthcare Expenses

Health Social Insurance is compulsory in France. This gives access to medical care, hospitalization and doctors.

Insurance coverage is divided into two parts:

- ❖ Social insurance or *Sécurité sociale* is provided by the government and it covers 70% of your medical expenses depending on the type of medical care received.
- ❖ Complementary insurance or *Mutuelle* is not compulsory at all but if you opt for a *Mutuelle* from a private insurance company this will cover the remaining medical expenses. If you do, we advise you to purchase one to cover the whole academic year. This will also protect you from the high or unexpected healthcare expenses.

International Students & European Students

- ❖ **You are between 16-28 years old and stay three months or less**

It is needless to register with the student healthcare system in France. In this case, you should provide a document justifying your stay period (plane ticket, visa...).

- ❖ **You are between 16-28 years old and stay more than three months**

✓ You are from an EEA country³ or Switzerland: you should have a European Health Insurance card issued in your country of origin. You should provide a copy of this card for the academic year.

✓ You are from another country: you must register with the student healthcare system in France, either with MGEL or LMDE and have to pay for it (210 € in 2010) payable by French bank cheques, cash or debit card. MGEL will allocate you with a temporary Social Insurance number and will also issue a "Vitale" certificate (*Attestation de Carte Vitale*) indicating your insurance rights. You should provide the following documents:

- Healthcare affiliation (administrative document from RMS)
- Birth certificate translated in French
- Banking details (IBAN and BIC)

For further information in terms of insurance companies specifically for the students, please contact either MGEL or LMDE Students' Insurance companies.

³ Please see footnote page 14.

MGEL

Croix-Rouge Campus
34 rue Rilly La Montagne 51100 Reims
Phone: +33 (0)3 26 87 79 79
Website: <http://www.mgel.fr>

Opening hours

Monday-Friday: 9.00-18.00

LMDE

8 rue Jeanne d'Arc 51100 Reims
Phone: 32 60 then pronounce "LMDE"
Website: <http://www.lmde.com>

Opening hours

Monday-Friday: 9.00-12.30/13.30-17.00

❖ **You are over 28**

You are not allowed to register with the student healthcare system in France. Therefore you must undertake the procedure for a personal and individual healthcare plan. It is your own responsibility to purchase a private insurance from your home country prior to departure for France. In this case, you just have to provide a proof (in French or in English) of your insurance when you arrive. Otherwise, you may register with the French system, by contacting the CPAM.

CPAM

Service Accès aux soins
14 rue du Ruisselet 51100 Reims
Contact: Ms BRAQUEMARD
Phone: +33 (0)3 26 84 30 52
Website: <http://www.cpam-marne.fr>

To complete your application to the *Couverture Maladie Universelle* or *CMU* at the CPAM, you have to provide the following documents:

- ✓ Certificate attesting your income from the previous year in your country of residence
- ✓ Copy of your passport main info (details, visa and expiry date)
- ✓ Student card
- ✓ Birth certificate translated into French
- ✓ Banking details (IBAN and BIC)
- ✓ Proof of residence in France

Contact: Mrs Séverine LEMAITRE, RMS Social Registration Office, Campus 2

Email: severine.lemaitre@reims-ms.fr

Or else, please do not hesitate to get in touch with the International Relations Office that will help and assist you, should you encounter some difficulties at:

Email: nathalie.marc@reims-ms.fr

Email: sylvie.thuillier@reims-ms.fr

Email: lydie.kopezun@reims-ms.fr

Email: agnes.grison@reims-ms.fr

LIVING IN FRANCE

Food



Food prices are subject to change!

We advise you to buy in-season fruits and vegetable because they are cheaper!

1 baguette (French bread)	0.85 €	1 kg of apples	2.20 €
1 L of half-skimmed milk	0.80 €	A pack of breakfast cereal	2.30 €
A pack of 6 eggs	1.20 €	300 g of ham	2.30 €
1 kg of pasta	1.50 €	100 g of minced beef	2.50 €
1 kg of rice	1.50 €	Canned tuna fish	1.30 €
250 g of butter	1.50 €	1 big Mac	3.00 €
A pack of 4 plain yogurts	1.00 €	A pack of 6 beers	3.00 €
250 g of coffee	2.30 €	A bottle of Champagne	15.00 €
1 chocolate bar	1.20 €		
3 kg of oranges	2.80 €		

Other Prices

A single bus ticket	1 €
Return train fare to Paris from Reims	50 €
Students fare cinema ticket	7.50 €
1 L of petrol (diesel engines)	1.30 €
GP's check-up	22 €
A meal at the school's cafeteria	3.70 €
Club ticket	10 €
Phone card	7.50 € or 15 €
Men's haircut	14 €
Women's haircut	19 € /25 € (Cutting, styling and straightening)

COIFF & CO

58 boulevard du Président Wilson 51100 Reims

Phone: +33 (0)3 26 86 28 30

Booking is unnecessary!

Currency

Currency is in Euro (€). 1 Euro is equivalent to 100 cents.

- ❖ Coins are the following: 0.01, 0.02, 0.05, 0.10, 0.20, 0.50, 1 and 2 Euros.
- ❖ Bank notes are the following: 5, 10, 20, 50, 100 and 200 Euros.

Exchange rates

Rates on 9 June 2010, from www.xe.com

Argentina	1 Peso	0.21 €	Israel	1 Shekel	0.21 €
Australia	1 AUD	0.69 €	Japan	1 Yen	0.009 €
Brazil	1 Real	0.45 €	Mexico	1 Peso	0.065 €
Canada	1 CAD	0.80 €	Norway	1 Kroner	0.13 €
Chile	1 Peso	0.0015 €	Sweden	1 Krona	0.1 €
Denmark	1 Krone	0.13	United Kingdom	1 Pound	1.2 €
Hungary	1 Forint	0.004 €	U.S.A.	1 USD	0.83 €

Shopping

Shops are usually open from Monday to Saturday from 10.00 to 19.00 and small stores close during lunchtime. All shops are generally closed on Sunday and for the period of bank holidays (11 November, 25 December, 1 January, 1 May, 8 May, 14 July and 15 August).

The main shopping district downtown is on rue de Vesles, which is the main area for the entertainment and miscellaneous events.

The most convenient supermarket is Monoprix located near FNAC. It is open at lunchtime and in the evenings at 20.00. Prices are a little bit more expensive than those described below. There is an underground store department at Galeries Lafayette.

MONOPRIX

34 rue Jeanne d'Arc 51100 Reims
Phone: +33 (0)3 26 83 97 08
Website: <http://www.monoprix.fr>

Opening hours

Monday-Saturday: 9.00-20.00

GALERIES LAFAYETTE

33/45 rue de Vesles 51100 Reims
Phone: +33 (0)3 26 40 35 12
Website: <http://www.galerieslafayette.com>

Opening hours

Monday-Saturday: 9.30-19.30

Nearest Shopping Centre & Supermarkets

You can find a shopping centre not far from campus 1 where you can find a supermarket, a drugstore, a newsagent, a bakery, a kebab fast-food, a children clothing shop and a hairdresser.

SHOPPING CENTRE

2 rue Pierre Taittinger 51100 Reims

Opening hours

Monday-Saturday: 8.30-19.30

You can also find a low-cost supermarket in front of campus 2.

ED DISCOUNT

Avenue d'Eprenay 51100 Reims

Opening hours

Monday-Saturday: 9:00-12:30/14:30-19:30

Another supermarket is located behind the ED Discount store. This hypermarket sells various household appliances at moderate prices.

INTERMARCHE

Boulevard Wilson 51100 Reims

Opening hours

Monday-Saturday: 9:00-19.30

Sunday: 9:00-13.00

If you have a car and you wish to shop elsewhere, visit the following hypermarkets:

CARREFOUR (West of Reims)

31 route de Soissons 51430 Tinquieux

Opening hours

Monday-Saturday: 9.00-22.00

CORA NORD (North of Reims)

Rue Neufchâtel 51100 Reims

Opening hours

Monday-Saturday: 9.00-21.00

CARREFOUR (East of Reims)

2 route de Cernay 51100 Reims

Opening hours

Monday-Saturday: 9.00-22.00

CORA (South of Reims)

Route de Louvois 51350 Cormontreuil

Opening hours

Monday-Saturday: 9.00-21.00

Shopping on Sundays

Most of the shops are generally closed on Sunday (except the restaurants, cinemas, bars, etc.) but if you wish to buy some grocery, here are two convenient supermarkets downtown which are open on Sunday morning.

ISAURA

131 rue de Vesles 51100 Reims

Opening hours

Monday-Saturday: 7.00-21.00

Sunday: 9.00-13.00

CARREFOUR MARKET

4 bis avenue Epernay 51100 Reims

Opening hours

Monday-Saturday: 8.30-20.00

Sunday: 9.00-12.00

GOING OUT

Eating & Drinking

- ❖ Eating: Drouet d'Erlon is the main pedestrian area downtown where you will find a great choice of bars and restaurants from low to average prices: fast-food, French cuisine, European, Asian, Oriental and American. You can eat outside on the terrace when the weather is mild.
- ❖ Drinking: if you want to go just for a drink and refreshment or to have a real complete meal, why not try the following listed below. A meal will cost you around 15/20 € per person. Drinks are not included in the meal; however tap water (*Carafe d'eau*) is generally free. *Le Monocle* will give you more suggestions. Make sure to explore some other ones.



Here is a selection of places to visit, just for a drink or for a real meal: it's up to you.

BRASSERIE L'APOSTROPHE

59 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 79 19 89

*For its food quality
and its interior design*

THE GLUE POT

49 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 47 36 46

A very popular British-style pub

BRASSERIE LE GRAND CAFE

92 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 47 61 50

*Good food and good service
Speciality: fries and mussels*

LE LION DE BELFORT

37 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 47 48 17

Meet the elephant on the 1st floor

Most popular restaurants

You will find lots of pizza restaurants or *pizzerias*, Chinese, Japanese, Indian, and Tex-Mex restaurants that are cheaper than the restaurants mentioned above (approx. 12 € per person).

You will not miss McDonald's in front of the theatre at the crossing point of all the city bus lines. You can also find fast-food situated along the place Drouet d'Erlon offering a large variety of snacks and sandwiches (approx. 5 € per person).

Cinema

If you are interested in watching a movie, there are two cinemas downtown in Drouet d'Erlon place. This is the best way to learn French because foreign films are dubbed in French versions. But some of them are shown in their original version with French subtitles.

CINEMA GAUMONT

72 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 47 54 54

CINEMA OPERA

30 rue Théodore Dubois 51100 Reims

Phone: +33 (0)3 26 47 29 36

Films shown in their original versions

Cyber Cafe

CYBERGAMES

52 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 49 14 66

CLIQUE ET CROQUE

19 rue Chanzy 51100 Reims

Phone: +33 (0)3 26 86 93 92

Opening hours

Monday-Saturday: 9.00-00.30

Sunday: 14.00-00.30

USEFUL DATA

Doctors

Visit at the GP's will cost you 22 € and this amount will be paid directly to the GP during your medical check up. Medical expenses will then be refunded by your health insurance.

The following GPs speak English:

Docteur Frédéric PETRON

24 rue de l'Isle 51100 Reims

Phone: +33 (0)3 26 40 14 00

Docteur Michel VIOT

61 rue Paul Vaillant Couturier 51100 Reims

Phone: +33 (0)3 26 47 47 79

Docteur Françoise MORELLE

19 bis avenue Epernay 51100 Reims

Phone: +33 (0)3 26 04 06 26

Docteur Patrick GIRARDOT

7 rue Pluche 51100 Reims

Phone: +33 (0)3 26 88 23 68

SOS Médecins

21 rue Pierre Taittinger 51100 Reims

Phone: +33 (0)8 21 21 15 15

Dentists

Dr Marc LEPLAIDEUR

14 chaussée Bocquaine 51100 Reims

Phone: +33 (0)3 26 04 18 48

Dr Laurent VIDET

22 rue Colonel Fabien 51100 Reims

Phone: +33 (0)3 26 84 07 86

Dr Gilbert POIROT

38 bis rue Courlancy 51100 Reims

Phone: +33 (0)3 26 77 20 47

Pharmacy

PHARMACIE FEGE XAVIER

10 avenue du Président John Fitzgerald 51100
Reims

GILLARD

14 rue Cadran Saint Pierre 51100 Reims
(town centre, English speaking)

Opening hours

Monday-Saturday
9.00-12.00/13.30-19.00



Call 32 37 to get the name and address of the pharmacy that is opened especially on Sunday in Reims and its vicinity.

Dry Cleaner/Laundry

A launderette is located inside INTERMARCHE supermarket.

INTERMARCHE

58 boulevard Wilson 51100 Reims

Opening hours

Monday-Saturday: 9.00-20.00

Prices are moderately low, generally 3.30 € per item and service is quite rapid. You get your clothes back on the very same day.

PRESSING 5 A SEC

12 rue des Capucins 51100 Reims

Opening hours

Monday-Saturday: 7.30-19.30

Banking Services

National banks such as Crédit Lyonnais Bank or Société Générale Bank have the best exchange rates.

Banks are usually open up until 17.30. Some banks are closed on Saturday so better plan ahead. They are always closed at lunchtime and open at 14.00.

You can withdraw Euros with your debit card. Cards that are commonly accepted are VISA, AMERICAN EXPRESS, MASTERCARD and EUROCARD.

These debit cards are generally accepted in shops. You will have to key in your 4-digit pin code when paying with a French card. Please note that on the other hand, travellers' cheques are not always accepted in France.

SOCIETE GENERALE BANK

2 place Royale 51100 Reims

Banking hours

Monday- Friday: 8.30-12.25/13.35-18.00

CREDIT LYONNAIS BANK

25 rue Carnot 51100 Reims

Banking hours

Monday-Friday: 9.00-12.15/13.45-18.00

Post Office

Here is a selection:

POST OFFICE

8 place Drouet d'Erlon 51100 Reims

Opening hours

Monday: 12.00-19.00
Tuesday-Friday: 10.00-19.00
Saturday: 10.00-17.00

POST OFFICE

2 rue Cères 51100 Reims

Opening hours

Monday-Friday: 8.30-18.00
Saturday: 8.30-12.00

Reading Materials

You can get international newspapers and magazines in:

LIBRAIRIE CHAPITRE GUERLIN

70/77 place Drouet d'Erlon 51100 Reims

Phone: +33 (0)3 26 88 40 30

Opening hours

Monday-Saturday: 10.00-19.15
Sunday: 10.30-13.00/14.30-19.00

For further information, please see: <http://www.vitrinesdereims.com/-Librairie-Privat-Guerlin->

Public Phone Booths

You will find pay phones all around the city and on campus. Using one requires a phone card or a *télécarte* of 50 or 120 units and may be purchased at the Post Office or newsagents.

Local & International Calling Codes

❖ To call from abroad to France

To call from abroad to France, dial:

00 (011 from Canada and USA) + 33 (Calling code for France) + 1/2/3/4/5 (Regional code) or 6/7 (Mobile code) + 8-digit local number

❖ International calls

To call from France, dial the following number:

00 + Country Calling Code + Area or City Code + Local number

❖ French local calls: dial the 10-digit numbers, including the first zero.

❖ List of some International Calling Codes

Algeria	213	Israel	972
Argentina	54	Italy	39
Australia	61	Japan	81
Austria	43	Mexico	52
Belgium	32	Morocco	212
Brazil	55	Norway	47
Canada	1	The Netherlands	31
Chile	56	Poland	48
China	86	Portugal	351
Germany	49	Spain	34
Hungary	36	Sweden	46
India	91	United Kingdom	44
Ireland	353	USA	1

Emergency Numbers

Emergency or SAMU	15	} 112
Police	17	
Fire Brigade	18	
Poison Control Centre	+33 (0)3 26 06 07 08	
Pharmacy	32 37	
Domestic violence	39 19	
Help – English speaking	+33 (0)1 47 23 80 80	
Inquiries	118 008	
Locksmith	+33 (0)3 26 85 25 51	
Hospital	+33 (0)3 26 78 78 78	
Lost property office	+33 (0)3 26 87 18 82	

Bank Holidays

1 January	New Year's Day
1 May	Labour Day
8 May	National Day
Variable	Easter Monday
Variable	Ascension Day
14 July	French National Holiday
15 August	Assumption Day
1 November	All Saint's Day
11 November	Armistice Day
25 December	Christmas Day

NOTES



OUR LAST WORD

We are waiting for you...



REIMS MANAGEMENT SCHOOL

59 RUE PIERRE TAITTINGER
B.P. 302 – 51061 REIMS CEDEX

PHONE: +33 (0)3 26 77 47 47

FAX: +33 (0)3 26 04 69 63

<http://www.reims-ms.fr>

Please contact

nathalie.marc@reims-ms.fr

sylvie.thuillier@reims-ms.fr

lydie.kopezun@reims-ms.fr

agnes.grison@reims-ms.fr

All pictures courtesy of Delphine Beuvain © 2010 RMS