

Neoma Business School

Student Exchange Programme 2016-2017

Who is doing What?

What?	Who?	
	Service/unit	Contact persons
Before studying at Neoma BS		
Nominations	Student Affairs (SA) – <i>Student Academic Mobility Unit</i>	Europe: Nathalie Marc, Sarah Burt & Agnès Grison nathalie.marc@neoma-bs.fr sarah.burt@neoma-bs.fr agnes.grison@neoma-bs.fr Africa: Beatriz Ranz beatriz.ranz@neoma-bs.fr Middle-East: Dominique Perrin dominique.perrin@neoma-bs.fr North America: Dominique Perrin dominique.perrin@neoma-bs.fr Latin America: Beatriz Ranz beatriz.ranz@neoma-bs.fr Asia: Aurore Castermant & France Veyrier aurore.castremant@neoma-bs.fr france.veyrier@neoma-bs.fr Oceania: Dominique Perrin dominique.perrin@neoma-bs.fr
Registration & administrative matters	International Student Service Center (ISSC)	Matthieu Lucas : matthieu.lucas@neoma-bs.fr
Housing application		Nathalie Tévenin (Rouen) nathalie.tevenin@neoma-bs.fr Patricia Edmont-Jover (Reims) patricia.edmont-jover@neoma-bs.fr
Travel plans		Matthieu Lucas & Lydie Kopezun matthieu.lucas@neoma-bs.fr lydie.kopezun@neoma-bs.fr
Online Course Registration	SA – <i>Academic Advising and Support Unit</i>	Sylvie Thuillier & Nicolas Verley (Reims) sylvie.thuillier@neoma-bs.fr nicolas.verley@neoma-bs.fr Adeline Dagueuet (Rouen) adeline.dagueuet@neoma-bs.fr
Upon arrival at Neoma BS		
Welcome and Orientation Days	ISSC & SA	ISSC & SA teams
Immigration procedure	ISSC	Elisabeth Neu : elisabeth.neu@neoma-bs.fr
Academic advising Course adjustment Learning agreements	SA – <i>Academic Advising and Support Unit</i>	Sylvie Thuillier & Nicolas Verley (Reims) sylvie.thuillier@neoma-bs.fr nicolas.verley@neoma-bs.fr Adeline Dagueuet (Rouen) adeline.dagueuet@neoma-bs.fr
After studying at Neoma BS		
Administrative matters	ISSC	
Academic matters (transcripts)	SA	
Director, Student Affairs		Michel Motte : michel.motte@neoma-bs.fr
Head of ISSC		Matthieu Lucas : matthieu.lucas@neoma-bs.fr