



HIGH SCHOOL PROGRAM

M1 - M2 2023/2025

Work-study Track



KEY FIGURES 2022/2023

2044

WORK-STUDY STUDENTS

11 work-study programs

+2000

WORK-STUDY OFFERS

from our partner companies to EM
Normandie students, available on
Jobteaser and the ALUMNI website.

95%

OF WORK-STUDY STUDENTS

had a job offer before
graduation.
Work-study program
corresponds to the reality of
the labor market:
"young graduate with 2 years
of professional experience".

TRACK PRESENTATION



HIGH SCHOOL PROGRAM

CAEN / LE HAVRE / PARIS

Master degree - Bac+5
Class made up exclusively of work-study students.



FRANCO OR ANGLO*

* Track in English possible with M1 courses given in English (except SAS) and in M2 (except the major given in French).



1st YEAR MASTER

A multi-specialized program (marketing, finance, law, management, logistics, purchasing, etc.).



2nd YEAR MASTER

Choose a major in S2 on the same campus of assignment as the M1.

- Management
- Finance
- Purchasing and Supply Chain
- Marketing and Sales

SPECIFICITIES OF THE CONTRACT

1

2 TYPES OF CONTRACTS

APPRENTICESHIP or PROFESSIONALIZATION

Currently 99% of our work-study students are on apprenticeship contracts thanks to our integrated CFA "CFA EM Normandie".

2

DURATION : 24 MONTHS

MASTER IN 2 YEARS / GRADUATION IN MASTER 2

The legal framework defines the main objective of work-study programs as "the acquisition of theoretical and practical training to obtaining a recognised professional qualification **sanctioned by a diploma or title**".

- 2-YEAR CONTRACT REQUIRED (1 YEAR RENEWABLE IS IMPOSSIBLE)
- 2 YEARS IN THE SAME COMPANY
- THE OPTIONAL YEAR IS IMPOSSIBLE DURING THIS 2-YEAR WORK-STUDY PROGRAM

3

RHYTHM

1 WEEK IN TRAINING / 3 WEEKS IN COMPANY

Rhythm favoured by companies.

SPECIFICITIES OF THE CONTRACT

4

LIMITED PLACES AND DEADLINE



CAMPUS ATTACHMENT RULES according to :

- ✓ The **capacity of each campus** so 1st come = 1st served
- ✓ The **geographical area of the compagny**

If the quota of places is full on a campus before the deadline, one or more additional groups will be opened on the Caen / Le Havre campuses.

DEADLINE

You must have submitted the informations of your work-study form on the dedicated platform before **Friday 25th August 2023.**

Places open for 2022 :

Le Havre : 150 places

Caen : 150 places

Paris : 404 places included 89 places in Anglo
(790 toeic)

FOR 2023 – PLACES IN VALIDATION

5

INTERNATIONAL FRENCH EMPLOYMENT CONTRACT / FRENCH LABOUR LAW

No work-study contract possible with a foreign company except in the subsidiary of a group with a head office in France.
No distance learning possible, so plan to follow your training on your home campus.

FROM BMI3 TO WORK-STUDY M1

ACCESS CONDITIONS

A deferred video interview will be recorded from February 15th to 28th, 2023.

You must have obtained confirmation of your work-study recruitment by the company before **Friday 25th August 2023**.

If you are unable to find a contract then it will be possible to request a 1 year deferral. **You cannot switch to a Track in initial training.**



- All students in BMI3 Work-study or Initial training can continue in M1/M2 work-study.
- For work-study students in BMI3, it's possible to change or keep the same company to follow the M1/M2 in work-study.



EXAMPLES OF JOBS

E-BUSINESS / INTERNATIONAL BUSINESS / MARKETING / LOGISTICS / COMMUNITY MANAGEMENT / SALES / PURCHASING / FINANCE...



Quality and CSR Performance Office



Auditor / consultant



Customer Success Manager



Purchasing Support Manager



Business Developer / Sales Development Representative / Responsable clientèle / attaché commercial



Community manager



Talent Acquisition Consultant (RH)



Financial Controller

SUPPORT

PRATICAL INFORMATION

MY EXPERIENCE



MY PATHS

CAREER PATH

Find all the tools to help you to find work experience.

MY PROFESSIONAL LIFE

WORK-STUDY

Find all the practical information on work-study.

DECLARE A WORK-STUDY CONTRACT

Apply for a contract.

Access only ON PC

CAREER PATH TOOLS

JOBTEASER



Find all the offers, events and advice

CAREER CENTER INTERNATIONAUX



Find out about internships and jobs abroad, as well as advice on settling in the country of your choice

MY CV FACTORY



Edit your CV online with 40 attractive templates at your disposal to personalise your applications

ITWAPP



Simulate video interviews to practice answering questions spontaneously behind your webcam

TUTORIALS



Use the many tutorials, tips, analysis grids in your search for a work-study / internship / job

SOCIAL NETWORKS



Find all the latest information from our partner companies on our social networks

MY JOB GLASSES



Interviewing professionals, learning to build a network approach

ASSESSFIRST



Take advantage of a test showing your behavioural preferences and motivational levers



Develop your professional network with the 23 000 graduates

SUPPORT FOR RESEARCH

Individual coaching on appointment

- With a Career Path coach, HR specialist: support, reflection on professional project and interview simulation.
 - ✓ **Objective:** to build a professional project, define one's values and motivational levers, create a CV, prepare for interviews, start a search for an internship/work-study.
- With a referent from the Internship & Work-study department: company relations, support, mediation.



JOBTEASER

YOUR JOB BOARD

Internships, jobs

Advice

Job descriptions

Events

Partner companies



SAVE THE DATES

OUR RECRUITMENT EVENTS

STAGES FORUM COURTS

FROM MARCH 13 TO 15, 2023

INTERNSHIP OR FIXED-TERM CONTRACT
FROM 1 TO 4 MONTHS



MARCH 30, 2023

LONG INTERNSHIP AND FIRST JOB (FIXED-TERM
CONTRACT, PERMANENT CONTRACT, V.I.E
(INTERNATIONAL VOLUNTARY WORK))



FROM MARCH 20 TO 24, 2023

WORK-STUDY PROGRAM 1 OR 2 YEARS

RESEARCH SUPPORT WORKSHOPS



WEBINAR

JANUARY 2023



PHYSICAL ON CAMPUSES

Le Havre, Caen and Clichy

FEBRUARY 2023

WORK-STUDY SERVICE

- Ensure that optimal conditions are present in company and at EM Normandie for the success of the contract and the work-study student.
- Consult the follow-up documents (trial period assessment, evaluations, activity reports, etc.) to ensure that the work done in the company is going well.
- To initiate a meeting with the tutor and the work-study student on site or by video.
- Make herself available for any request of a meeting initiated by the tutor or the work-study student.
- Support and suggest solutions in the event of difficulties in the company.

CAMPUS CAEN



NATHALIE MAHÉ



CHRISTINE GUENNEUGUES

CAMPUS LE HAVRE



CHRISTINE HÉDER



SOPHIE PIERRU

CAMPUS PARIS



SASHA
NABET



ÉGLANTINE
REVOL



ÉLODIE
LAVOIX

APPLY FOR A WORK-STUDY CONTRACT

PREREQUISITES: Work-study form

MY EXPERIENCE

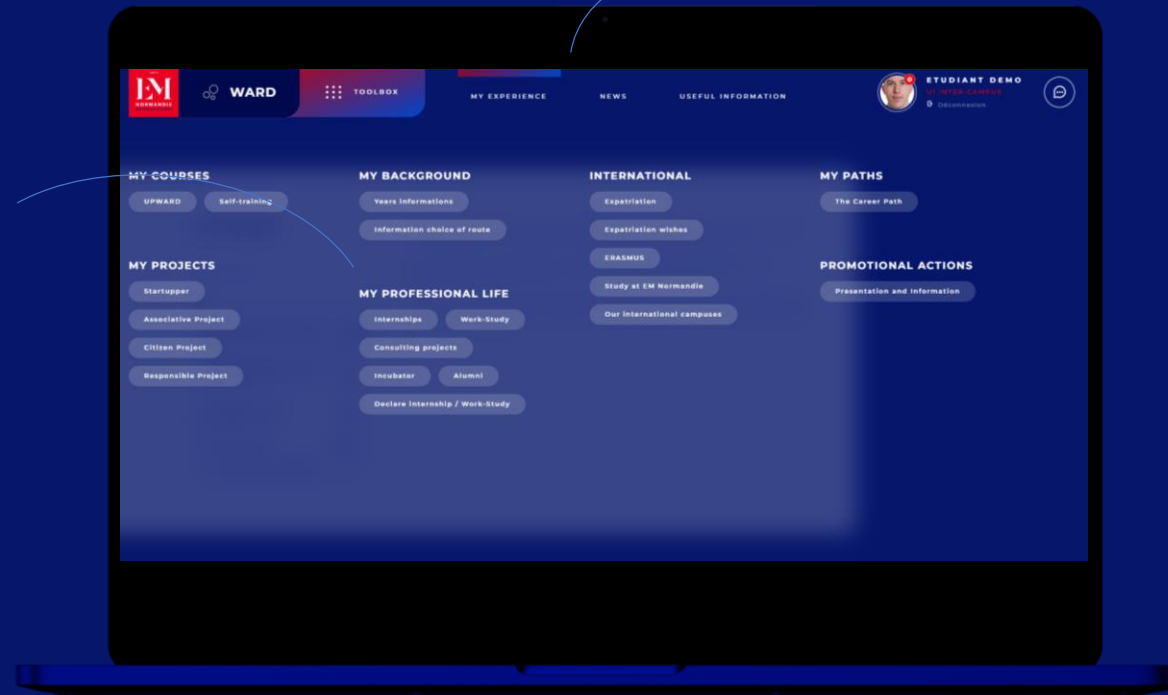
MY PROFESSIONAL LIFE

WORK-STUDY

Download the work-study form in the "Request a work-study contract" section.

DECLARE A WORK-STUDY CONTRACT

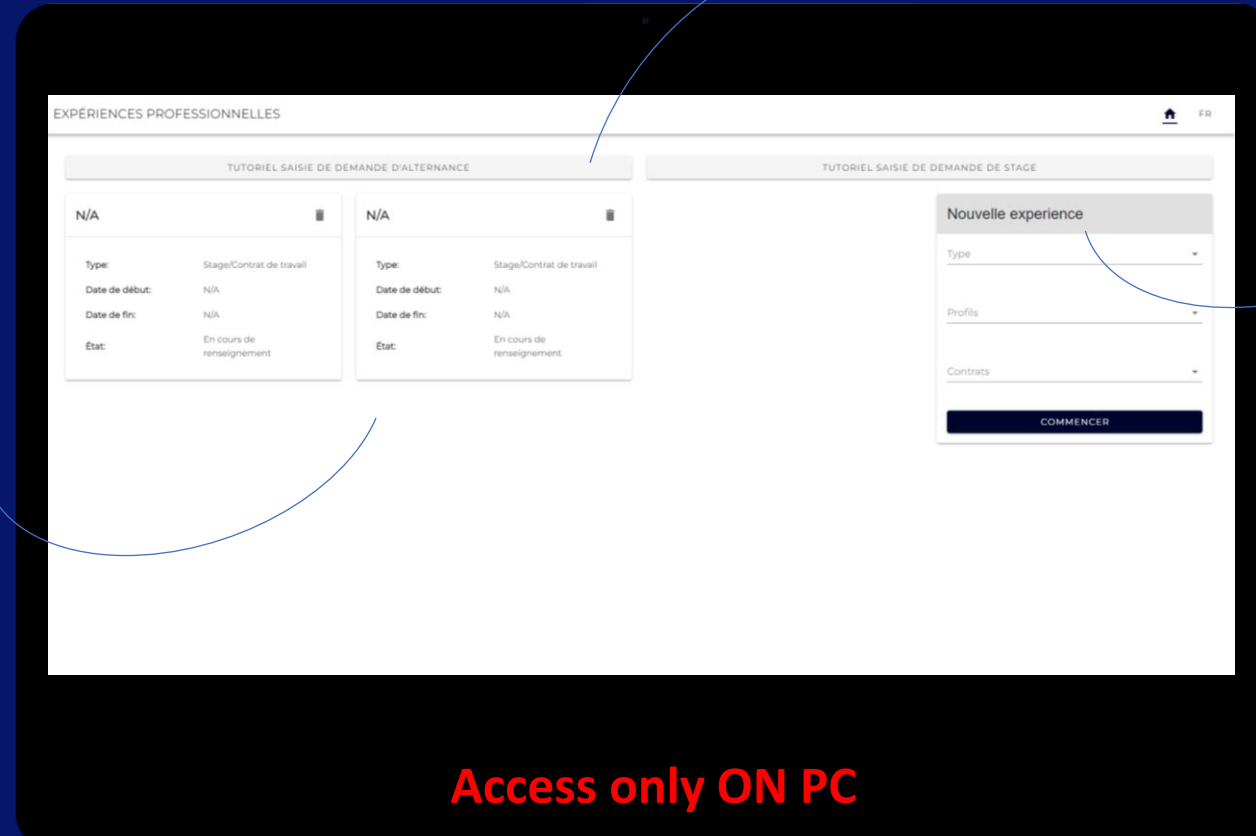
Apply for a contract.



1. Click on « My experience », then in My professional life click on the WORK-STUDY file to :
2. Download and send to your employer :
 - The work-study form (in Word format) for information.
 - The shedule and program of your future training.
3. Write all the information from work-study form on Ward section « My Experience » then « My professional life » and « Declare a work-study contract » **at least 1 week before the start of your contract. Use the tutorial.**

APPLY FOR A WORK-STUDY CONTRACT

TUTORIAL



My request history

NEW EXPERIENCE

I complete the form

Access only ON PC

CONTACTS

The Hub : lehub@em-normandie.fr

Questions about your application for an internship agreement, your internship obligations.

Internship & Work-study service : alternance@em-normandie.fr

Questions about your application for a work-study contract, your professional project and company relations (support, mediation).

08 05 14 50 09



CAEN



LE HAVRE



PARIS



DUBAÏ



DUBLIN



OXFORD