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# PROGRAMME GRANDE ÉCOLE

Diplôme ICN  
Conférant grade de master contrôlé par l'Etat

**Gérald DUFFING**  
Programme Grande École (PGE) Director



Programme  
Grande Ecole

**BERLIN**

G. Duffing

**WELCOME TO**

**PGE3 / MSc**

**@ BERLIN**

## Programme objectives

### *Learning goals*

They define the ICN / PGE students profile :

- Graduates solve complex problems, providing an appropriate and possibly innovative solution, based on a pertinent analysis and synthesis of the situation. (*Innovate*)
- Graduates take with decisions as a sense of corporate responsibility and respecting ethical rules, demonstrating qualities of effective communication in written and oral form. (*Manage*)

## Programme objectives

### *Learning goals (cont'd)*

- Graduates adapt and integrate into multidisciplinary and multicultural environments. (***Adapt***)
- Graduates continually update their knowledge and skills and are able to apply them to areas other than management. (***Life Long Learning***)
- Graduates show confidence and demonstrate their leadership skills in project- and teamwork. (***Show Commitment***)

## Programme objectives

### *Learning objectives of PGE*

Measurable items, derived from *learning goals* :

- 1.1- To analyze and prioritize the major facets of a management problem, making confident use of all useful tools available.
- 1.2- To design an appropriate and, where possible, creative solution to a given problem.
- 2.1- To make well thought-out and well-argued decisions, fully aware of their impact on the organisation and its environment.

## Program objectives

### *Learning objectives of PGE (cont'd)*

- 2.2- To communicate effectively via convincing written and oral presentations.
- 3.1- To demonstrate a capacity to work either in an environment which is culturally different, or on a multidisciplinary project
- 4.1- To demonstrate their knowledge and understanding of the business environment, and an ability to develop these skills further.
- 5.1- To demonstrate a positive contribution to the project in which they are involved, and show team leadership and team motivation skills.

## PGE objectives

### *Learning objectives in modules*

For each programme module, your instructor lists all expected skills in the syllabus, which provides a global course description:

- **Content** and general pedagogy
- **Skills, outcomes** that are expected at the end of the course
- **Evaluation rules**
- ...

## In this presentation...

### Regulations for PGE

- You will find in this document information about the French PGE (Diplôme ICN / Master in Management)
  - So that you make sure you can graduate.
  - Academic credits come from your MSc program
  - Other requirements exist (like Quitus) to graduate from PGE
- Depending on the MSc you chose, you will be provided with additional information about specific, MSc-related regulations.



## Fundamentals

### Three 60-credits years (master degree = 180 ects)

- A year = 60 ECTS credits, that is 2 semesters of 30-credits
- An semester = a set of Teaching Units (TU)
- A TU = a set of teaching modules (aka “courses”)

**Caution** : officially, credits acquired during a gap year cannot be taken into account: they are extra credits.

**Year 3 / master 2 / MSc 2**

SEMESTER 1 (S5)

SEMESTER 2 (S6)

**PGE3 + MSc**

Strategy  
Responsibility  
Decision making

Core courses  
Specialization  
Master thesis (start)

Specialization  
(cont'd)

Internship / career  
start  
Master thesis


Seminar

## Teaching units for PGE3

- **MANAGEMENT (10 ECTS)**
  - ✓ Risk management
  - ✓ Strategic management
  - ✓ Managing Early Growth and performance
  - ✓ Leadership
  - ✓ Governance, Ethics & SD
- **ARTEM (5 ECTS)**
  - ✓ Elective (language, or...)
  - ✓ Master thesis methodology
  - ✓ Specialization-specific module
- **SPECIALIZATION (15 ECTS)**
  - ✓ 4 modules
- **PROF. EXPERIENCE (15 ECTS)**
  - ✓ Internship
  - ✓ Seminar
- **MASTER THESIS (15 ECTS)**

## Personal projects

### External courses, or entrepreneurial project

- **If you have a personal project, you may:**
  - Validate the PGE « elective » module
  - Build your master thesis around your entrepreneurial project
  - Apply for « Villa Artem », to host your start up (*after graduation*).
-  Contact us for further information

## Examination rules

### A module may organize several exams

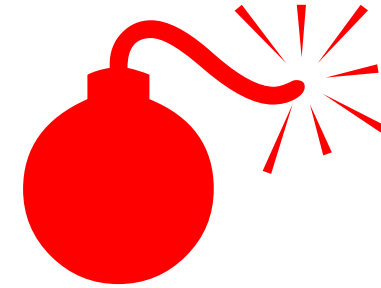
- Continuous assessment, final exam (written or oral), report, participation... (*cf* syllabus)
- **One single grade per module**
- Disqualifying grade: 5/20
  
- Each TU is evaluated using an average of its modules:
  - TU grade  $\geq 10/20$  : PASS
  - TU grade  $< 10$  : FAIL
  
- Retake (**In June, usually**)

## The assessment board

### Common rules generally applied

- The general semester average will not determine the semester's validation
- The total number of FAILED modules will be the main criterion
- Grade levels are important, especially in specialization courses
- The assessment board takes into account academic facts only
- Non-academic students (over) involvement will not be taken into account

## Plagiarism and fraud



### Plagiarism is always a bad solution!

- **Plagiarism is:**
  - Copying / pasting some content without reformulating it
  - Not citing sources
  - Not quoting
- **Consequences**
  - Module invalidated, AND:
  - Disciplinary board

## The assessment board

### In July, and October

- **Examine all results, and confirm:**
  - Graduation
  - Retake or one semester, or two.
  - Dismiss
- **The assessment board:**
  - Is sovereign: he can make any decision.
  - Does not communicate any motivation.



## The assessment board

### When will you graduate?

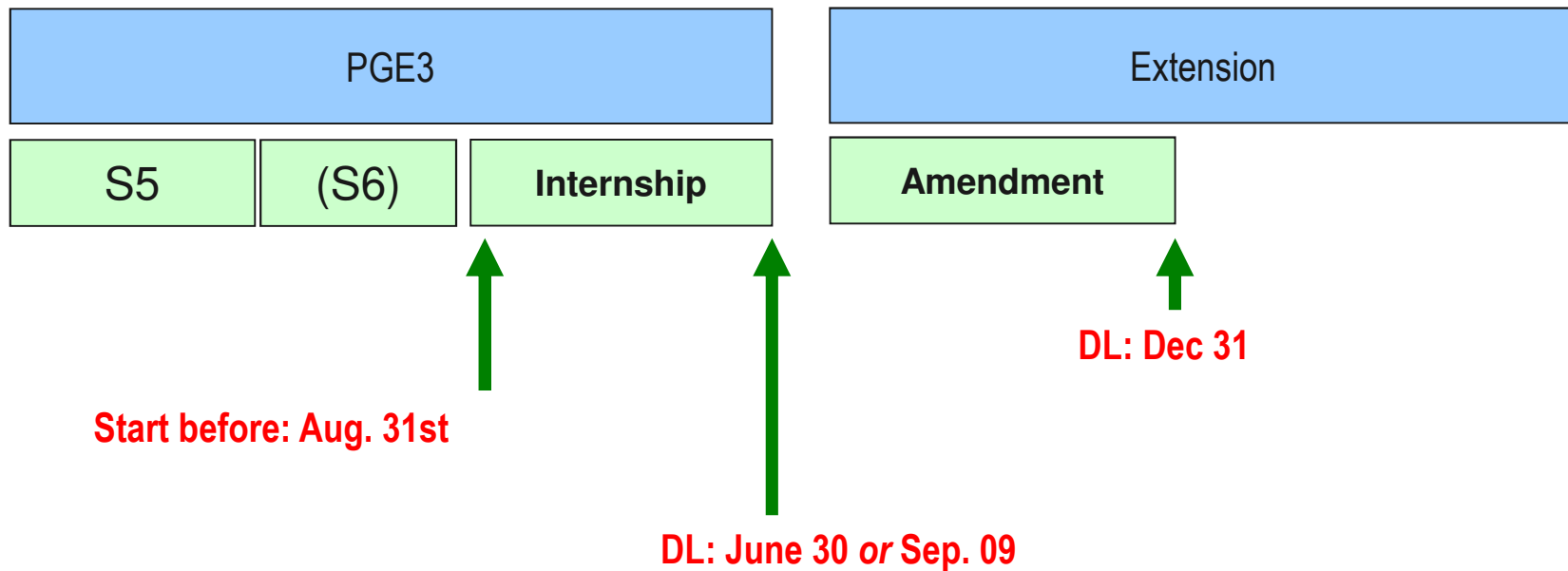
- **1st session: July**
  - Every module / quitus / experience, must be validated by mid-June
  - *Your last internship has come to an end, and is validated.*
- **2<sup>nd</sup> session: October**
  - Every module / quitus / experience, must be validated by mid-September
- **Extraordinary session: November**
  - Only if UP results are pending
  - DO NOT count on that session, if are not in UP during S6!

## Graduation

### Important points to keep in mind

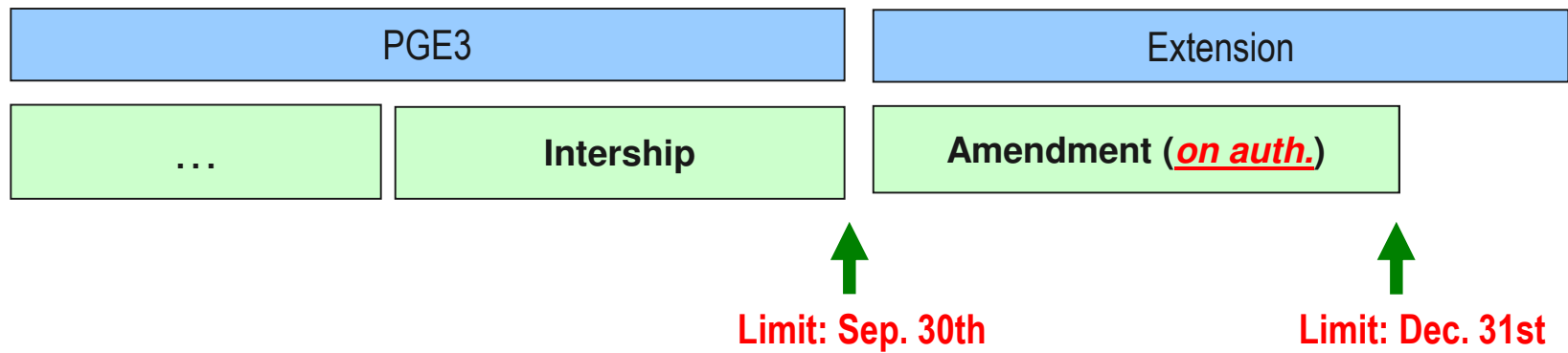
- **Basic principles**
  - Do not count on special dispensation, because “you heard that...”
  - Do not count on your supervisor to check your own graduation status
  
- **In advance: check your record**
  - Ask your supervisor (do you have all grades, for all internships?)
  - Ask registrar (is your TOEFL/TOEIC properly recorded?)
  - Verify your quitus
  
- **After the assessment board meeting: check your results**
  - Caution: accessing your results supposes regular/finalized registration

## Internships deadlines

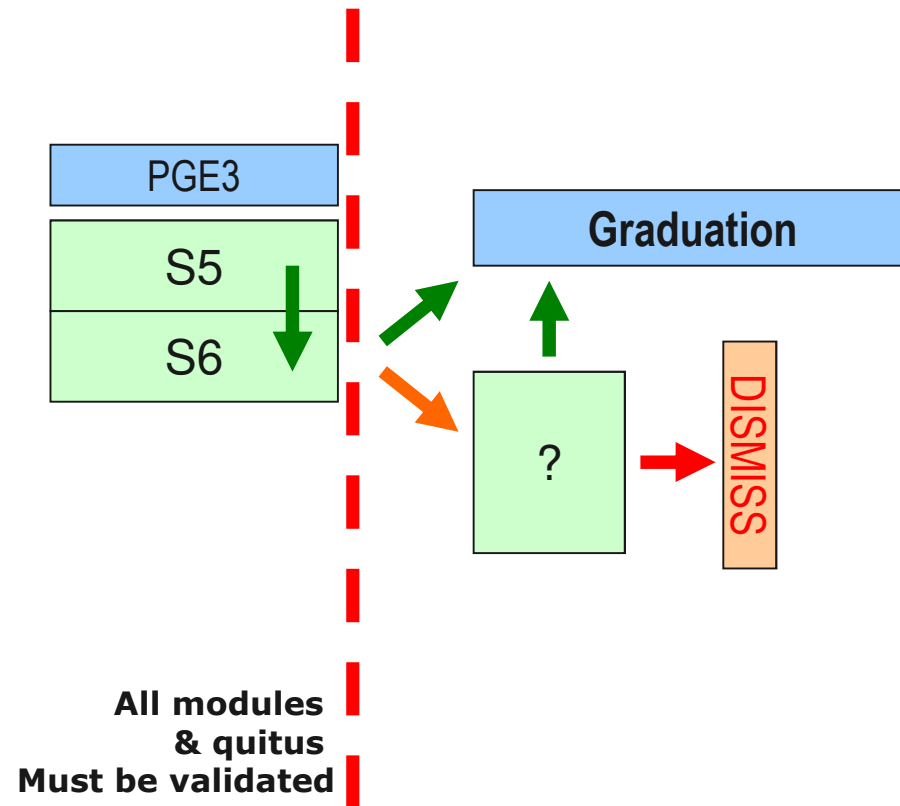


Max length per internship : **6 months**

## Extension (ICN3+)



## Longest degree course



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# MASTER THESIS

## Master thesis

### Heavy work, strictly framed

#### ▪ Characteristics

- To be done within your specialization, and to consider as a valuable work
- Scientific approach, with sound academic references
- With a real issue

#### ▪ Progression

- Follow **strictly** every mandatory milestone imposed by your MSc supervisor
- Follow your supervisor instructions
- ... and get ready for graduation!

#### Instructions :

- MSc specific work!

## PGE's three quitus

A quitus states that a mandatory activity  
has been realized

*All quitus must be validated by the end of master 2*


- **English proficiency:** you are proficient in business English
- **International experience:** part of your experience has been done abroad
- **Professional experience:** you are ready to join a company



## English proficiency

### Minimum score (toeic, toefl, or gmat)

- A minimal score is required for:
  - Graduating (for all students, except native speakers)
  - Being selected for UP academic semester
  - Accessing to ICN MSc
- You must anticipate:
  - Evaluate and adjust your level
  - Seriously prepare for the exam
  - Get some information about UP expectations



**750 TOEIC**  
*or*  
**78 TOEFL**  
*or*  
**550 GMAT**

## English quitus

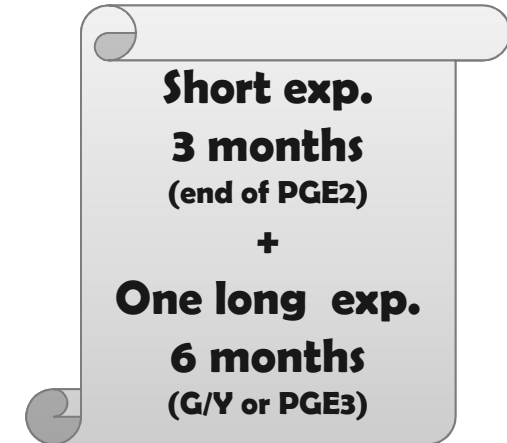
### We demand a minimum grade

- **General TOEIC/TOEFL grades decrease → ICN reaction:**
  - Priority to English proficiency
  - New e-learning platform for self learning & testing
  - Practice & work as often as possible
  - Target imperatively the minimum required grade
- **The assessment board already strengthened its requirements:**
  - No more D.S. after two fails...
  - No more D.S. because of professional career start...
  - No more D.S. below a given grade (which increases each year)...

## Professional quitus

### Nine months of professional experience

- **We talk about « professional » experience:**
  - Various contracts are admitted: internship agreements, regular contracts, CDD, CDI, VIE, ...
  - Always with a prior, clear mission, validated by your supervisor.
- **Many constraints apply for Gap Year, in case of internship agreements:**
  - Must begin at the end of master 1
  - One single internship (max 6 months allowed)
  - Contact us for more information



## International quitus

### General case: one academic semester abroad

- **Many opportunities:** S4, G/Y, S5, S6.  
*But: when done in a G/Y, no credits accumulated!*
- **Normally, as foreign students, or French students in Nürnberg, you have already validated this quitus!**

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# WARNINGS

## NEW REQUIREMENTS

### English proficiency assurance

- **We need to reinforce English language learning**
  - Make sure you can validate your TOEIC/TOEFL/GMAT with the required score.
  - If not, plan remedial activities
  - Please target our minimum expected levels.
- **The assessment board shall strengthen its expectations :**
  - Presenting several scores will not be enough
    - *Consequence*: no special dispensation after two unsuccessful exams.
  - An absolute minimum will be determined
    - *Consequence* : no special dispensation below this grade

## Quitus validation

**Too often, a problem at the end of PGE!**

- **Evaluate your situation** today!
  - When do you satisfy to all required quitus?
  - How?
  - What time do you have to get prepared, apply, etc.
  - Any alternate plan, just in case... ?
- ☞ Special dispensations are rarely granted by the assessment board.  
**DO NOT COUNT ON THEM!**

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# PROFESSIONAL EXPERIENCE



## Experience quest

### Commitment exists without signature!

- **Commitment and respect** of your word are mandatory, and valued by companies.
- Do not chase many contracts for the most lucrative one. Be honest with companies.
- The company counts on you.
- State very clearly your **mission, and ask your supervisor to validate it.**
- Do not terminate a contract without advice: **always contact** your supervisor.
- ICN will be very strict and demanding, when it comes to school – company relationships.
- **A signed internship agreement** is a prerequisite for any internship.

## Professional experience validation

### Validation and suspension of the quitus

- **Recognized professional experiences**
  - Internships: three signatures, with specific legislation
  - Traditional contracts: two signatures (CDD, **CDI**)
  - Specific agreements: two signatures, with specific rules (VIE, ...)
- **As soon as you start any professional experience**
  - The quitus is suspended until the end of this experience
  - The quitus is validated after completion and examination of all professional experiences
  - Consequence: starting a PGE3 internship means that your quitus is not validated anymore, even if you have already achieved 9 months of professional experience

## Professional experience validation

### Simple rules to keep in mind:

- **EACH experience must be assessed separately**
  - Evaluated by school + enterprise
- **For each experience, you submit:**
  - A report, assessed by your supervisor
  - A self assessment, plus a synthesis
- **Prof'l quitus validation**
  - At the end of the program, after examination of all internships.

## Internships legislation

### Lengths, and number limited!

- **Length per academic year**
  - 6 months in the same company
  - Or  $n + m$  months in two companies, provided  $n + m \leq 6$
  
- **Internships must be provisioned in regulatory rules**
  - In PGE3: an internship is provisioned
  
- **Post-PGE3 internship is not automatic**
  - Only if you do not reach the minimum (9 months)
  - ... or if you did not have a long internship at the end of the program.
  - **Absolute limit** : Dec. 31<sup>st</sup> after PGE3/MSc2

## Prof. experience and graduation

### Rules vary, depending on your contract

- **Internships**
  - You cannot graduate before the end of this internship
  - An internship implies a “student” status (which is lost as soon as you graduate)
  - Anticipate, and choose well the ending date of your internship
  
- **Other contracts**
  - The professional quitus may be granted as soon as the minimum length is reached
  - You can graduate, and
  - You do not have to break your contract

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# PRACTICAL INFORMATION

## Who's who / contacts

We are her to help you!

- Your supervisor, or Pr responsible for your specialization
- *Campus Director* : **Lena Scholtke** (Berlin)
- *Prog. Director*: **Gérald Duffing** (Nancy) – assistant: **Marie Forticaux**

## Regulations

### Please read the documentation

- **Before asking... Browse through MyICN:**
  - Click on “Programme”, then “Documentation utile” - *Useful documents*
  - Choose “Master ICN”
- Directory “**Scolarité**” - *Registrar / academic affairs*
  - Directory “Règlement d’examens du programme Grande Ecole” - *Regulation*
    - *Règlement d’examens – main regulations*
    - *Informations de rentrée – this ppt!*
- Directory “**Stages**” - internships



RUMORS...

## The « former students told me that... » syndrome

- **Regulations do change**, but we inform you:
  - Consider MyICN, and look at our messages attentively
- **Assessment board decisions do change**, depending on results, ICN politics, ... You cannot anticipate, and compare with Year - 1
  - Do not believe all that students may say!
  - Just try to validate all modules and quitus!

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**THANK YOU!**

[icn-artem.com](http://icn-artem.com)