

APPLICANT GUIDE

This guide outlines the main stages of the application and admissions process.

BEFORE YOU BEGIN

- Use an active email address and check it regularly, including your spam or junk folder.
- Prepare digital copies of the supporting documents requested in the portal.
- Have a stable internet connection and a suitable device for the mandatory asynchronous online video interview.
- Have a valid payment method available for any required fees.

You can save your application and return to it before submission.

Select your programme

1

You will land directly on **the École des Ponts Business School admissions page**. Review the available programmes, select the one you wish to apply for and check its details, requirements and deadline.

Create your applicant account

2

Once you select the programme you wish to apply to, click Apply and follow the on-screen instructions to create and activate your account. Use an email address you check regularly, as all application communications will be sent there.

Complete your application

3

Enter all required information and complete the tasks displayed in the portal. Upload each requested document under the correct task and make sure every file is clear and valid. You may save your progress and return later.

Review and submit

4

Check all information, uploads and task statuses before submitting. Once submitted, your application will be locked and cannot be edited. You will receive a confirmation in the portal and by email.

Pay the application fee

5

Once your application is submitted, an application fee invoice will be issued. The fee must be paid within the deadline stated on the invoice for your application to proceed further. The application fee is separate from any tuition fee payment that may be required following a conditional offer.

Complete the mandatory online video interview

6

Once the application fee has been paid, you will receive an email invitation with instructions and a deadline for completing the mandatory asynchronous online video interview. Your application will proceed to review only after the interview is completed.

Application review and decision

7

The admissions team will assess your application and interview. You may be contacted for clarification or additional information, so monitor your email regularly. The decision will be communicated through the portal and by email.

Conditional offer, admission fee and enrolment

8

All successful applicants will receive a conditional offer requiring payment of the admission fee. Please review the offer carefully and complete all stated conditions by the specified deadline.

Payment instructions, deadlines and next steps will be included in the conditional offer email. Once all conditions have been met and the admission fee has been received, the applicant's place will be confirmed, and enrolment and onboarding instructions will follow.

IMPORTANT

Missing a required task, interview or deadline may delay or prevent your application from progressing.