Centre International d’Etudes Françaises

2019 - 2020

International Centre of French Studies
University of Reims Champagne–Ardenne
Bldg. 5 Ter (cc 63), BP 1039
Campus Moulin de la Housse
51687 REIMS Cedex, FRANCE

Tel. ++ 33 (0)3 26 91 81 95
cief@univ-reims.fr
http://www.univ-reims.fr/cief
TABLE OF CONTENTS

The CIEF p.1

CONTACTS p.1

SEMESTER COURSES (Winter - Spring) p. 3-6
- Organisation and courses contents
- Conditions of application and cancellation
- Exams and university diplomas
- DELF and DALF (French proficiency certifications)
- Language support throughout the year
- Cultural and sports activities

SUMMER COURSES (June) p. 7
- June training course

Language support for exchange students (Erasmus) p. 8

Teachers training for French as a foreign language p. 8

INFORMATIONS ON ACCOMODATION AND CATERING p. 9-10

DATES AND RATES OF COURSES p. 11/12

APPLICATION FORMS (2 forms, to be detached) p. 13
- Semester courses
- Summer courses p. 14
The CIEF welcomes you

Welcome to the University of Reims Champagne-Ardenne,

The international Centre of French Studies (CIEF) is a general service of the University of Reims Champagne-Ardenne (URCA), one of the oldest universities in Europe. Its main objective is the language, cultural and methodological preparation of non-French-speaking students for their integration in the courses of studies offered by the various faculties, institutes and schools of the University.

Lead by a team of dynamic and available teachers, the CIEF welcomes each year over 400 students from all nationalities, from all continents and from all levels of language. The CIEF is an exams Centre for the DELF (Diploma in French Studies), for the DALF (proficiency user certification), and for the TCF-DAP (French language test).

The CIEF offers a wide choice of courses, from the beginner level to the advanced level, allowing each student to progress at his or her own rhythm.

The CIEF also offers a personalised language support to all students and teacher-researchers involved in various exchange programmes (SOCRATES - ERASMUS, PCRDT research programmes, and PhD co-supervision).

The teachers training team of the CIEF also welcomes students who wish to do a training course in Master 1 or 2.

Situated on the Sciences Campus, integrated in the “House of Languages Centre”, the CIEF makes available to all students a highly adequate Languages Resources Centre (CRL). The CRL allows the students not only to work autonomously but also offers the possibility to meet French students, and if the wish, to study other languages.

The CIEF is a member of the ADCUEFE (Association of Directors of University Centres for the Teaching of French to Foreigners).

CONTACTS:

Aurore PORCHEDDU, Virginie PONSARD, Caroline SIMONDIN-SAINTE-MARIE : Reception and Administration services: + 33 (0)3 26 91 81 95

Rémy VIAU: Director of the CIEF

Email: cief@univ-reims.fr
SEMESTER COURSES (Winter, Spring)

**Organisation and courses contents**
The yearly courses at the CIEF are composed of 2 semesters of 14 weeks each. The first semester (the winter semester) starts early September and ends just before Christmas. The second semester (the spring semester) starts mid-January to end mid-May. *(For more precisions on the exact dates, please refer to p.11 and 12).*
The new students are, at their arrival, positioned after a written test and an interview with a teacher in an adequate level.

The CIEF offers 6 different levels, each composed of 16 to 18 hours of weekly courses, with at least 1 hour of autonomous work in the Languages Resources Centre (CRL), guided by a teacher-tutor.

**DUEF A1** *(Level A1 of the Common European Framework of Reference for Languages: CECRL)*: This course is usually not provided in the spring semester. This level usually concerns the complete beginners or the “false” beginners. The course is essentially based on a progressive manual. It is completed by a specific course focusing on the speaking skill, and another one focusing on the pronunciation skill. There is also a part of the course dedicated to a cultural and civilisation aspect as well as to the discovery of the University environment.

**DUEF A2 and DUEF B1.1** *(Levels A2 and B1.1 of the CECRL)*: These 2 consecutive levels welcome the students who already have acquired the fundamental basis in the French language. The learning of the grammar intensifies. The oral and written skills are acquired via a progressive manual and other specific courses focusing on different skills. There is also a part of the course dedicated to a cultural and civilisation aspect as well as to the discovery of the University environment.

**DUEF B1** *(Level B1 of the CECRL)*: Specific courses on reading, writing, listening and speaking skills will allow the students to develop their knowledge of the French language. There is also a specific course on French culture and civilisation. The students can also choose an optional but compulsory course: French for economics, French for science and technology, literature, theatre… The teaching of the language and of the cultural and subject knowledge contains an initiation of the academic methodology.

**DUEF B2** *(Level B2 of the CECRL)*: The specific courses on reading, writing, listening and speaking skills, as well as civilisation aim at the acquisition of a good command of the language and a good knowledge of the culture. The students also have to opportunity to prepare for their future studies at the University by the means of an optional but compulsory course: French for economics, French for science and technology, literature, theatre… The teaching of the language and of the cultural and subject knowledge contains an initiation of the academic methodology.

**DUEF C1** *(Level C1 of the CECRL)*: This course targets students who wish to get proficient in their linguistic and cultural skills and knowledge at a higher level, and who wish to acquire a good command of academic exercises. This level also contains specific courses such as literature, civilisation, European History and culture, information technology. The courses are proposed in a long-term perspective of perfecting the academic methodology.
The Language Resources Centre allows all the students an autonomous work, guided by the teachers of the CIEF and adapted to the needs of everyone.

**Conditions of application and cancellation**

- To be of 18 years of age minimum.
- To be in possession of a high school diploma (or an equivalent) and, for certain Countries (like China), to be in possession of a University entrance exam.
- To have paid a deposit fee (non-refundable) for the pre-application and to have paid for the remaining amount on the day of the final registration, usually on the first day at the CIEF.
- In the case of cancellation, each application for reimbursement will be subject to a file (form to be taken at the office of the secretary) which will be submitted to the Direction of the CIEF and then to the President of the University.

*Application materials and supporting documents to provide with their translations certified by a sworn translator:*
- 2 passport colour photographs,
- 1 photocopy of the passport,
- 1 photocopy of obtained diplomas,
- 1 description of the preparation courses or exams taken in the French Language,
- 1 *handwritten* letter of motivation indicating in particular the University courses selection and choice.

Please also indicate if you are complete beginner.
- Registration form to be completed (see our brochure p.13).

### Deadline to register for the first semester of the Academic year 2019-2020

- For international students, *citizens* of the EU or Switzerland: Monday, June 17th 2019.

### Deadline to register for the second semester of the Academic year 2019-2020

- For International students, *not citizens* of the EU: Friday, November 8th 2019.
- For international students, *citizens* of the EU or Switzerland: Friday, November 15th 2019.
Exams and University diplomas

Continuous assessments and final exams are organised each semester. University diplomas are delivered as follows:
- **DUEF A1** (*Diplôme Universitaire d’Etudes Françaises level A1*)
- **DUEF A2** (*Diplôme Universitaire d’Etudes Françaises level A2*)
- **DUEF B1.1** (*Diplôme Universitaire d’Etudes Françaises level B1.1*)
- **DUEF B1** (*Diplôme Universitaire d’Etudes Françaises level B1*)
- **DUEF B2** (*Diplôme Universitaire d’Etudes Françaises level B2*)
- **DUEF C1** (*Diplôme Universitaire d’Etudes Françaises level C1*)

These diplomas are harmonised with those of the 38 other University French Centres and members of the CAMPUS-FLE-ADCUEFE (Association of Directors of University Centres for the Teaching of French to Foreigners).

DELF and DALF

A certain amount of classroom time is dedicated in each level to the preparation of the national diplomas DELF and DALF. One exam session is organised once a year usually in May.

Language support

As part of the House of Languages Centre, a language support is offered throughout the year for all international students of the University.

Cultural and sports activities

Workshops (theatre, artistic practices, etc.) are available (for free) according to the semesters and the number of interested students.

Participation in cultural events is organised in the framework of the university in partnership with the structures of the city of Reims:
- Welcome week
- Film screenings at the Library
- Students’ International Day

Numerous activities: physical, sportive and cultural are possible within the university structures:
- **SUAPS**: University Department of Sports Activities
- **SUAC**: University Department of Cultural Activities
SUMMER COURSES
Subject to a sufficient number of students

**June training course**

Courses (possibility to choose 1, 2 or 3 weeks) consisting of twenty hours per week offering two possible levels: intermediate (all skills plus culture) and advanced (all skills plus culture and literature).
Courses are held in the morning and the afternoon. Cultural activities and tours (included in the registration fees) are available.

**Usually available workshops:**
French via the theatre, singing, cheese tasting.

**Guided tours in Reims:**
- the city
- the cathedral
- one champagne cellar

**Hiking:**
Visit of the Montagne de Reims and the vineyard with a picnic at noon and a visit of a champagne producer.

In addition, the city of Reims hosts a festival of international renown throughout the summer.
**Les Flâneries Musicales de Reims:** every day, classical music concerts, some of which are free, take place in the high places of the city. More than two thousand musicians from all around the world participate in this event.
WELCOME WEEK AND SUPPORT FOR THE STUDENTS OF ERASMUS-SOCRATES EXCHANGE PROGRAM

A welcome week for the students of Erasmus-Socrates exchange program and other programs is organized by the DREDI (Direction of International Relations and Development) in partnership with the CIEF at the beginning of September.

For more information contact directly the DREDI:
- Email: dri@univ-reims.fr
- Phone: +33 (0)3 26 91 83 59

Language support is supervised by the teachers of the CIEF starting from September at the Languages Resources Centre (CRL). For registration contact directly the CRL of the CIEF.

TRAINING IN FLE

The CIEF and its teachers’ trainers welcome the students who would like to complete a training course of Master 1 or 2. The CIEF can also organize and perform training courses.
INFORMATION ON CATERING AND ACCOMMODATION

The students can take their lunch at the university restaurant or at the cafeteria.

Prices of accommodation are subject to annual change.

ROOMS IN UNIVERSITY RESIDENCE: from 240 € per month

CROUS (Regional Centre for Universities and Schools)
34, boulevard Henry Vasnier, 51096 REIMS CEDEX, France
Phone: 03 26 50 59 00, Fax: 03 26 50 59 29

Limited number of rooms available!
During the academic year contact directly the CROUS. Reservation via the CIEF is possible only in June and July.

ACCOMMODATION IN A HOSTEL (FOYER) OR AN ACCOMMODATION CENTER
Numerous options are available. Contact directly the hostel (foyer) or the centre:

FOYER L’ESCALE
Studies: approximately 340€ / month.
53 ter, rue de Louvois, 51100 REIMS, France.
Phone: +3 (0)3 26 06 09 46. Email: contact@escale.reims.fr

FOYER PONT D’ASSY – men only
Studies: from 348€ / month.
Foyer Pont d’Assy, 16 rue du Pont d’Assy, 51100 REIMS, France.
Phone: +3 (0)3 26 06 14 82. Email: aftar-reims@orange.fr – Julia-aftar@orange.fr

HOME SAINT-LOUIS (city centre) Religious institution, women only
Half boarded rooms with one, two, three beds: from 450€ to 475€ / month.
Home Saint-Louis, 2, rue Noël, 51100 REIMS, France.
Phone: +33 (0)3 26 47 51 64. Email: foyer.home.saint.louis@gmail.com

FOYER NOËL
Studies: from 343 € / month.
Foyer Noël, 9, rue Noël, 51100 REIMS, France.
Phone: +33 (0)3 26 79 11 20, Fax: +33 (0)3 26 79 11 29.
Email: residence.noel@noelpaindavoine.fr

FOYER PAINDAVOINE
Single rooms approximately: 341€ / month.
Studies: approximately 459,60 € / month.
Foyer Paindavoine, 1 rue du Lieutenant Herduin, 51100 REIMS, France.
Phone: +33 (0)3 26 61 48 00, Fax: +33 (0)3 26 61 48 99.
Email: reims.fjt.fr
RESIDENCE HOTELIERE DU CHAMP DE MARS
Studios and two-room apartments: from 485 € / month.
Résidence Hôtelière du Champ de Mars, 17 rue du Champ de Mars, 51100 REIMS, France. Phone: + 33 (0)3 26 02 17 22 Fax: + 33 (0)3 26 02 79 79. Email: contact-reims@residences-apparthotel.com

INTERNATIONAL CENTER OF STAY (CIS) Youth hostel
Rooms from one to four beds: from 24,90 € / night
Single rooms with breakfast included from 500 € / month
Centre International de Séjour, Esplanade André Malraux, 51100 REIMS, France Phone: + 33 (0)3 26 40 52 60, Fax: + 33 (0)3 26 47 35 70.
Email: info@cis-reims.com

STAYING WITH A FAMILY
Welcome22France is a service for foreign students which offers the opportunity to stay with a family. Room: 360 € / month. 122 bis rue du Barbâtre. 51100 REIMS, France. Phone: + 33 (0)6 19 79 77 69 Email: reims@welcome2france.fr

LOCATION OF PRIVATE STUDIOS OR PRIVATE APARTMENTS
- Studios: approximately 350 € / month.
- Apartments with two or three rooms: approximately 530 € / month.

There are many small apartments to rent in Reims.

In any kind of accommodation, students may benefit, under certain conditions, from a financial support for accommodation (APL).
ACADEMIC YEAR 2019/2020
SUMMARY OF RATES AND FEES (Regular courses / Student Status)

SEMMESTER COURSES DUEF A1 to C1

<table>
<thead>
<tr>
<th>Courses</th>
<th>Price DUEF (A1 to C1)(^1)</th>
<th>Price DUEF ((^{A2}) to C1)(^1)</th>
<th>Tuition Fee For the academic year(^2)</th>
<th>Contribution « Vie étudiante » for the academic year 2019/2020(^2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>950 €</td>
<td>950 €</td>
<td>** Tuition fee 2018/2019: 170 €</td>
<td>** Tuition fee 2018/2019: 90 €</td>
</tr>
<tr>
<td>Part time (permitted under certain conditions)</td>
<td>500 €</td>
<td>500 €</td>
<td>** Tuition fee 2018/2019: 170 €</td>
<td>** Tuition fee 2018/2019: 90 €</td>
</tr>
</tbody>
</table>

* ! ATTENTION: The CIEF does not offer a beginner’s level (A1) for the spring Semester.

* * Tuition fees for the Academic year 2019/2020 have not been published yet.

1 Of which 150 € of non-refundable deposit per semester to be payed via international banking transfer (details of banking information will be provided after your application is accepted).
2 Special students rates for cultural, artistic and sports activities. The academic year covers the period from the 01/09/2019 to the 31/08/2020.
DATES AND RATES OF REGISTRATION  
(Prices of courses)

SUMMER COURSES

Subject to a sufficient number of students

June 2020 Training Course (possibility to choose 1, 2 or 3 weeks):
250 € / week

1 week: from Monday, June the 01st to Friday, June the 05th 2020: 250 €
2 weeks: from Monday, June the 01st to Friday, June the 12th 2020: 500 €
3 weeks: from Monday, June the 01st to Friday, June the 19th 2020: 750 €

*The deposit of pre-registration is non-refundable 150 €
(Please do not send your deposit until the training course is confirmed)

The balance is due at the final registration, on the first day of the training course.

DELF – DALF Registration rates of exams:

DELF A1, A2 or B1: URCA students: 80 € / Non-URCA students: 110 €
DELF B2: URCA students: 120 € / Non-URCA students: 150 €
DELF C1 or C2: URCA students: 130 € / Non-URCA students: 160 €
SEMESTER COURSES (winter, spring) 2019-2020

Registration form

Cut along the dotted line and return to:

UNIVERSITE DE REIMS CHAMPAGNE - ARDENNE
Centre International d’Etudes Françaises
Bâtiment 5 Ter – Campus Moulin de la Housse – 51100 REIMS – FRANCE

Surname: ……………………………………………………………………………………………
Name: ……………………………………………………………………………………………
Date and place of birth: ………………………………………………………………………
Nationality: ………………………………………………………………………………………
Passport number: …………………………………………………………………………………

Address in your country: ………………………………………………………………………
Address in Reims: ……………………………………………………………………………....

Considered studies at the University after French courses: ………………………………..
…………………………………………………………………………………………………….

I choose:

☐ – Semester 1 (from September 02nd to December 20th 2019)
☐ – Semester 2 (from January 13th to May 29th 2020)

The non-refundable deposit of 150 € has to be paid via an international bank transfer
to: (Details for the transfer will be provided after the acceptance of your application).

After the acceptance of your application, the reception of this duly completed registration form
accompanied by two passport photos and the deposit of 150 € (attach photocopy of the
transfer) you will receive a certificate of pre-registration which allows you, if necessary, to
obtain a ‘long stay student visa’ from the Embassy of France.

Date: ................................................................. Signature: ......................................................
Email: .................................................................
SUMMER COURSES (June 2020)

Registration form

Cut along the dotted line and return to:

UNIVERSITE DE REIMS CHAMPAGNE - ARDENNE
Centre International d’Études Françaises
Bâtiment 5 Ter – Campus Moulin de la Housse – 51100 REIMS – FRANCE

Surname: ………………………………………………………………………………………………..
Name: ………………………………………………………………………………………………….
Date and place of birth: …………………………………………………………………………….
Nationality: …………………………………………………………………………………………
Passport number: …………………………………………………………………………………….
Address in your country: ……………………………………………………………………………
Address in Reims: …………………………………………………………………………………….

I choose: (possibility to choose 1, 2 or 3 weeks) 250 € / week

☐ 1 week: from Monday, June the 01st to Friday, June the 05th 2020: 250 €
☐ 2 weeks: from Monday, June the 01st to Friday, June the 12th 2020: 500 €
☐ 3 weeks: from Monday, June the 01st to Friday, June the 19th 2020: 750 €

I would like a room in a university residence.
☐ yes ☐ no

The non-refundable deposit of 150 € has to be paid via an international bank transfer to: (Details for the transfer will be provided after the acceptance of your application).

After the acceptance of your application, the reception of this duly completed registration form accompanied by two passport photos and the deposit of 150 € (attach photocopy of the transfer) you will receive a certificate of pre-registration which allows you, if necessary, to obtain a ‘long stay student visa’ from the Embassy of France.

Date: ________________________________ Signature: ________________________________
Email: ________________________________