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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:

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

Sylvie SOHIER: Director of the CIEF: + 33 (0)3 26 91 81 95

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).
The new students are, at their arrival, positioned after a written test and an interview with a teacher in an adequate level.
The test takes place on the Tuesday before the first day of the semester.
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 is usually not provided in the winter semester.
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 copy of the birth certificate,
- 1 photocopy of obtained diplomas,
- 1 description of the courses followed during the last 1 to 4 years (titles of diplomas prepared, titles of courses, number of hours, grades obtained)
- 1 description of the preparation courses or exams taken in the French Language (place, number of hours, results TEF, TCF, DELF/DALF)
- 1 **handwritten** letter of motivation indicating in particular the University courses selection and choice.

**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 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

A set of **free tours** is offered by the **AAEER** (Association for the Reception of Foreign Students of Reims):

- City tour, reception at the City Hall
- Cathedral Notre-Dame de Reims (world heritage of UNESCO)
- Museum and basilica Saint Rémi (world heritage of UNESCO)
- Museum of Fine Arts
- Champagne cellars

On the occasion of festivities at Christmas and at the end of the year, families in Reims welcome foreign students for a meal, a field trip, an evening.

A feast at the end of the spring semester takes place in a village. It allows warm encounters with the locals. (For this feast a small financial contribution is requested).

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

Four-week courses consisting of twenty hours per week offering two levels: intermediate and advanced.
Courses are held in the morning and the afternoon. Cultural activities and tours (included in the registration fees) are available.

July training course

Four-week courses consisting of twenty hours per week offering two levels: intermediate and advanced.
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 July, trips to a another town or place in Champagne-Ardenne (with a financial contribution).

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 SRI (Direction of International Relations) in partnership with the CIEF at the beginning of September.

For more information contact directly the DRI:
- Email: dri@univ-reims.fr
- Phone: + 33 (0)3 26 91 83 59
- Fax: + 33 (0)3 26 91 30 63

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 - women only
Single rooms: approximately 280€ / 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
Studios: 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

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
Rooms: from 220 € to 390 € / 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
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.
RESIDENCE HOTELIERE DU CHAMP DE MARS
Studios and two-room apartments: from **630€ / 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

FOYER LA NEUVILLETTE
Single rooms: approximately **260 € / month**.
Foyer La Neuvillette, 2 Avenue John Kennedy, 51100 REIMS, France.
**Phone: + 33 (0)3 26 87 22 97.**

INTERNATIONAL CENTER OF STAY (CIS) *Youth hostel*
Rooms from one to four beds: from **23,80 € / night to 53,80 € / night**
Rooms with breakfast included from **440 € / 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

LOCATION OF STUDIOS OR APARTMENTS
- **Studies**: 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**).
DATES AND RATES OF REGISTRATION
(Prices of the courses)

<table>
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<tr>
<th>SEMESTER COURSES</th>
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| **- Winter Semester** 900 €  
1st semester of academic year 2015 – 2016, from Monday 7 September to Friday 18 December 2015.  
(Orientation test on Monday 31 August at 9 o'clock). |
| **- Spring Semester** 900 €  
2nd semester of academic year 2015 – 2016, from Monday 18 January 2016 to Friday 20 May 2016  
(Orientation test on Tuesday 5 January at 9 o'clock). |

*Rates of part-time courses* 500 €  
(The part-time is authorized under certain conditions).

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<tr>
<th>SUMMER COURSES</th>
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<td>Subject to a sufficient number of students.</td>
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</table>
| **- Training course in June 2015** 500 €  
from Monday 1 June to Friday 26 June 2015 |
| **- Training course in July 2015** 500 €  
from Monday 29 June 2015 to Friday 24 July 2015 |

*The deposit of pre-registration is non-refundable* 100 €  
(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 semester or of the training course.

**DELF – DALF Registration rates of exams:**
DELF A1, A2 or B1: URCA students: 50 € / Non-URCA students: 80 €  
DELF B2, C1 or C2: URCA students: 100 € / Non-URCA students: 130 €
SEMESTER COURSES (winter, spring)

Registration form

Cut along the dotted line and return to:

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

Surname: ........................................................................................................................................
Name: ........................................................................................................................................
Date and place of birth: ..................................................................................................................
Nationality: .................................................................................................................................
Passport number: .........................................................................................................................
Address in your country: ................................................................................................................
........................................................................................................................................................
Considered studies at the University after French courses: ......................................................
........................................................................................................................................................
Address in Reims: ..........................................................................................................................
........................................................................................................................................................

I choose:

□ i winter semester (from 7 September 2015 to 18 December 2015) ........ 900 €
□ i spring semester (from 18 January 2016 to 20 May 2016) ...................... 900 €

The non-refundable deposit of 100 € 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 and the reception of this duly completed registration
form accompanied by two passport photos and the deposit of 100 € (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: 

Email 

Signature 


SUMMER COURSES

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: ............................................................................................................................... 

I choose:

□  June training course (from 1 June to 26 June 2015) €500
□  July training course (from 29 June to 24 July 2014) €500

I would like a room in a university residence.

□ yes       □ no

The non-refundable deposit of 100€ 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 100 € (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: 
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