

FRENCH LANGUAGE AND CULTURE INSTITUTE | Lyon

2020
2021



- French learning school
- DELF DALF
- Cultural activities

ilcf.net



THE TEAM

— Management team

Franck VIOLET,
Administrator

Stéphanie RABIN et Valérie SOUBRE,
Managing Director

Guillaume DUJARDIN,
Deputy Director
in charge of pedagogy

— Administrative team

Marie-Cécile DUGOURD-WERT, Administrative Manager
Hélène THOMA, University Administrative Officer
Emmanuelle ERRE, Executive Assistant
Corinne COLPAERT, Institute Assistant
Isabelle GÉNY, Institute Assistant
Cristina DE ALBUQUERQUE, in charge of cultural activities

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Citizens of all countries, welcome Home !

The Institute of French Language and Culture has been hosting the world for more than 70 years with an every-year renewed joy.

Our modern and friendly campus is located in the very heart of Lyon, an international city but also in the beautiful area of Auvergne-Rhône-Alpes.

Choosing ILCF, you will be supported by a motivated administrative team and by qualified and experimented teachers who will take turns to ensure a valuable education and framework. Learning will be enhanced by cultural offers that will let you experience French culture through a large range of activities. You will then be able to achieve fulfillment and go through your passions.

Our education, our programs and our teams allowed us to be acknowledged by lots of institutional partners and international universities ...and above all by our students.

For many years, ILCF has been awarded with the "Qualité FLE" label and, nowadays our university has obtained the "Bienvenue en France" quality mark.

We especially want to thank you for the interest you show in our language and culture and we hope we will soon be able to meet !

The ILCF Board of Directors

OUR STRENGTHS



PROGRAMMES

Publics

These courses are aimed at all types of publics: international students, adults, technicians, researchers, au pairs...no matter their level in French.

SEMI-INTENSIVE programmes



30 European Credits - ECTS per semester
Semester : 208 hours - 16 hours per week
Academic year : 416 hours - 16 hours per week

Organisation by level and per semester	Common core	Specific courses In available options
Levels from A1.1 to B1	208 hours	-
Levels from B2 to C2	184 hours	24 hours

INTENSIVE programmes



35 European Credits - ECTS per semester
Semester: 256 hours - 20 hours per week
Academic year: 512 hours - 20 hours per week

Organisation by level and per semester	Common core	Specific courses In available options
Levels from A1.1 to B1	208 hours	48 hours
Levels from B2 to C2	184 hours	72 hours

According to your level, there is a possibility to attend an additional class depending on availability.

Number of hours: 24 hours per specific course | 352€

MONTHLY programmes



8 European Credits - ECTS per month
64 hours - 16 hours per week | February or June

Organisation by level and per month	Common core
Levels from A1 to B2	64 hours

On the condition that there are a sufficient number of applications.

SUMMER INTENSIVE programmes



9 European Credits - ECTS per month
80 hours - 20 hours per week + cultural excursions included in the price | July, August, September

Organisation by level and per month	Common core	Specific courses In available options
Levels from A1.1 to B1	80 hours	-
Levels from B2 to C2	64 hours	16 hours

TEACHING ORGANISATION

Semi-annual (13 weeks) and annual (26 weeks) programmes: half-day classes from Monday to Friday, in either morning or afternoon groups

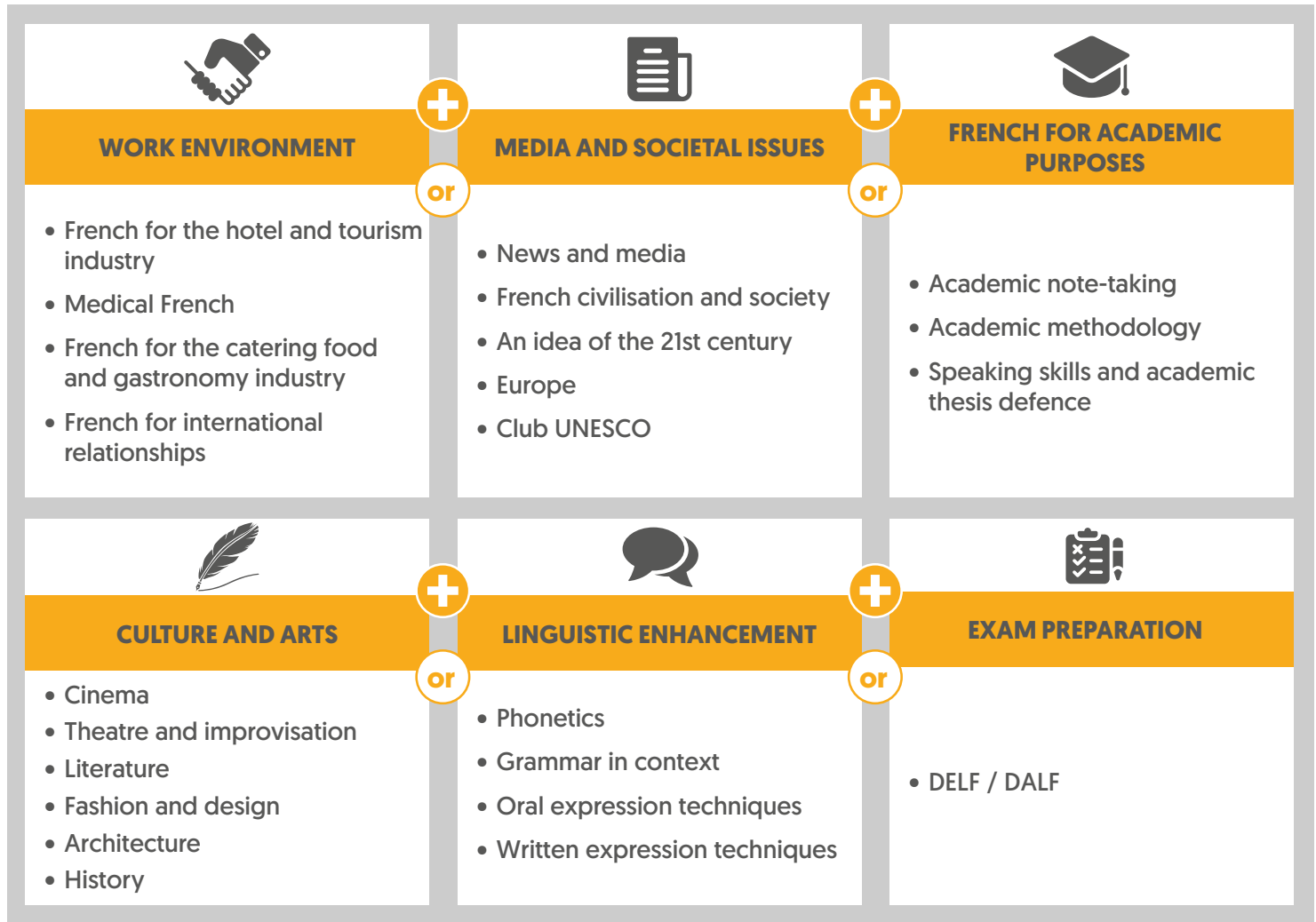
Monthly and summer programmes: morning and/or afternoon classes from Monday to Friday (except Wednesdays)

A training offer for students and adults from a beginner to an advanced level

CUSTOMISE YOUR PROGRAMME¹

Are you interested in studying or developing a professional project in France?

Are you passionate about a particular subject or about French Culture? ILCF meets your expectations by offering a customised programme!



OPTIONAL COURSES AT THE UCLY

From level B2, students have the opportunity to take an elective at one of UCLy's faculties. For more information, contact the ILCF office at your arrival.

LEVEL TEST

A mandatory level test is set to evaluate written and oral skills in order to integrate students into homogeneous level groups².

ASSESSMENT METHODS

Attendance, ongoing evaluation and/or final exams on written and oral skills.

CERTIFICATION

Our programmes lead to a language university degree certified by ADCUEFE (association of Universities offering courses in French for foreigners). At the end of the semester, a university degree in French studies stating the level attained by the student is awarded. A Certificate of French studies and culture is awarded for summer and intensive monthly programmes.

EUROPEAN CREDITS - ECTS

The programme leads to European Credits transferrable to the student's country of origin.

OFFICIAL EXAMINATION CENTRE

It is also possible to sit for the DELF and DALF exams while following a programme at the ILCF.

CERTIFICATE

A student card (for semester and academic year programmes) as well as a proof of enrolment is handed out at the beginning of the programme after the student's file has been completed and fees have been paid.

**Please find more about our programmes
on our website**

ilcf.net

¹ Non-exhaustive and non-contractual list subject to a sufficient number of participants and within the number of available slots.

² From 18 to 25 students per group depending on the language level.

WHY SHOULD YOU TAKE AN OFFICIAL FRENCH EXAM?

You are planning to enrol at a French university:

DEL F B2 – DAL F C1

You are asking for the 10 years resident permit:

DEL F A2

You are asking for the French nationality:

DEL F B1

For more than 30 years, ILCF-Lyon has been an official examination centre for French language diplomas certified by FEI (France Éducation International) and by the French Ministry of National Education.

More than 1000 candidates pass each year.

Diplomas

The DELF (Diploma in French Language Studies) and DALF (Diploma in Advanced French Language Studies) diplomas confirm international candidates' levels in French as a Foreign Language (FLE). These certifications can help you to study, work or migrate to a French speaking country.

DEL F and DAL F diplomas are globally recognized and valid for an indefinite period (lifelong). A candidate can register for several exams within the same session.

Our Institute offers to prepare and register you for one or several official exams to meet your educational, professional and/or personal goals.

Preparation for exams

ILCF offers a specific preparation for exams for a total of 24 hours to get acquainted with these exams, to understand what is expected, to develop the necessary methodology, to practice with sample tests in order to sit for the exam in the best conditions and aim for an optimal outcome.

DEL F / DAL F

A2, B1, B2, C1 levels

- 4 independent diplomas of French
- Assessment of 4 skills: oral comprehension and writing, written comprehension and writing
- These diplomas are valid for life



CALENDAR AND TUITION FEES 2020 | 2021



Semester 1

from 1 October 2020
to 27 January 2021

- Placement test: 1 October 2020
- Holidays: from 24 October to 1 November 2020 and from 19 December 2020 to 3 January 2021
- Public holidays: 11 November 2020

Semester 2

from 1 February 2021
to 28 May 2021

- Placement test: 1 February 2021
- Holidays: from 13 to 21 February and from 10 to 25 April 2021
- Public holidays: 5 April and 13, 24 May 2021

Monthly programme

from 1 to 26 February 2021
from 2 to 29 June 2021

Subject to a sufficient number of participants

Intensive summer programme

from 1 to 28 July 2021
except July 14 (public holiday)
from 2 to 27 August 2021
from 2 to 28 September 2021



Semi-annual and annual semi-intensive programme

- 1 semi-intensive semester.....1 745 €
- 1 additional consecutive semester.....1 524 €
- 1 semi-intensive academic year.....3 064 €
- additional consecutive academic year.....2 960 €

Semi-annual and annual intensive programme

- 1 intensive semester.....2 309 €
- 1 additional consecutive semester.....2 085 €
- 1 intensive academic year.....4 170 €
- 1 additional consecutive academic year.....4 049 €

Specific French programme

- 1 specific course.....352 €

Monthly programme

- 1 month (February or June)700 €

Intensive summer programme

- 1 month.....759 €
- 2 months.....1 443 €
- 3 months.....2 095 €

Mandatory fixed charges :

- Library.....42 €
- Civil Liability Insurance.....12 €
- UCLy Health centre.....25 €
- Pedagogical contribution per semester.....3,50 €
- ILCF Students Association Office.....6,50 €

OUR CULTURAL ACTIVITIES

Live France, live Lyon!

Fully enjoy your stay

The ILCF cultural activities team welcomes you upon your arrival at the Institute and is at your disposal to make the most of your stay at the University as well as in Lyon.

Tell us what you are looking for, we will help you to find it: transports, health, culture, training, jobs, sports, music, theatre, cinema, trips,...



Live an association experience

During the semi-annual and annual programmes, you can join the UCLy students association (Bureau des étudiants – BDE), ensure its management and organise activities for all ILCF students: a great way to meet people, have fun and live an experience that will definitely enrich your academic and professional background.





Discover France and its *savoir vivre*

We offer a large cultural activities programme to complement your training, in order to enabling you to practice French besides your classes, to meet new people and to broaden your access to French culture.

Activities programme is organised in collaboration with various UCLy departments (International department, "Mission culture") and external partners, such as "Association Lyon International": Lyon Discovery Stroll, Language Cafe, Mealtime with a French family, Cine Club, International Dinner...

For summer sessions, from June to September, our programme opens up to even more events (excursions, Saône river cruises, discovery of the region and nearby cities...).

The team who organises the events grows accordingly to ensure the best experience.

Besides that, you will be frequently informed of a wide range of cultural and artistic activities you can experience in Lyon: festivals, open air cinema, concerts, exhibitions and tips.



LIFE AT UCLy



An academic environment open to all

An attentive and qualified team is reachable in the «Service aux Étudiants» department: reception, accommodation, health, listening point, sports.



Amenities

All of our amenities (campuses, university residences,...) are secure: video monitoring, security guard, access control.



Accommodation

UCLy helps its students to find a place to live and offers several options (average prices per month):

- UCLy residences from 430 € + 115 € for administrative fees (applicable for 2019/2020);
- Private students residences from 590 € (electricity not included);
- Independent apartments from 470 €;
- Living with a French family (from 650€ per month (half board from Monday to Friday) or 680€ (half board from Monday to Friday+full board at weekends) from 670 euros + from 30 to 60 € for administrative fees;

UCLy Housing service: www.uclly.fr/vie-etudiante/vie-pratique/se-loger/

Maison des Étudiants of UCLy Lyon :

www.maisondesetudiantslyon.fr

The student shall indicate his/her wishes on the application form.



Meals



Every University CROUS restaurants in Lyon are available for UCLy students. They can pay using their IZLY student card.



Campus Carnot cafeteria

Monday - Thursday: 7:30am - 2:30pm
Friday: 7:30am - 2pm



Campus Saint-Paul cafeteria

Monday - Friday: 7:30am - 5pm



Health and well-being

The Health Centre orients students towards health professionals.



University libraries

Enrolling at the ILCF offers access throughout the academic year to UCLy's university libraries located on Carnot and St Paul campuses, but offers access to every university library in Lyon as well.



Educational counselling

A guidance counsellor, is available to guide you to choose the proper French academic training.



Internship in a firm

Students who wish to do an internship at a company* to further their training can obtain an internship contract in compliance with the current legislation in force after meeting with the ILCF Director.

**Finding an internship is left only to the student.*



Help for daily issues

Information about transports, best places to go, tips, events, associative life, etc.

Assistance with health and administrative processes, job and internship searches, discovery of Lyon, culture and gastronomy.

Upon your arrival and throughout your stay, the International Student Desk (ISD) is there to provide and advise for a better integration in Lyon and at UCLy.



Sports Office

A 400m² sports hall is available on the Saint Paul Campus. About 25 sports activities are offered throughout the academic year: dance, athletics, climbing, horse riding, handball, soccer...



Chaplaincy - Point source

The Point Source is a meeting point, a place of thinking and sharing open to any student at UCLy.



ADMISSION PROCEDURE

1

Prerequisites

- To be over 17 years old;
- To have a secondary school diploma from your country with the exception of summer and monthly programmes;
- From beginner to C1 levels (A1 level minimum for monthly programme).

2

Pre-enrolment

Step 1: Fill in the pre-enrolment application form

- online: www.ilcf.net
- by email: ilcf@univ-catholyon.fr
- by postmail: AFICL - ILCF Lyon - 23 place Carnot 69286 Lyon Cedex 02 - FRANCE

Step 2: Pay the pre-enrolment deposit

In order to confirm your pre-enrolment, you need to pay a deposit which will be deducted from the total tuition fees:

- by credit card online on www.ilcf.net
- by bank transfer (see our bank details on the pre-enrolment form):
send your receipt by email at ilcf@univ-catholyon.fr
- by check paid to "AFICL"

3

Enrolment

Step 3: Provide the necessary documents

To complete your enrolment, come to the ILCF office with the following documents:

- Your passport
- Your high school or university diploma, translated into French (no translation needed for diplomas in English or Spanish)
- A photo ID (for summer programmes only)
- *If you have already sit for a French exam (DEL/DALF/TCF/DUEF), please send a copy of your certificate.*

Step 4: Pay the enrolment balance and mandatory fees

- Before arrival, pay online on the ILCF website (using the login used for your pre-enrolment)
- Possibility to pay at the ILCF Office:
 - by credit card (Visa, Visa Electron, Maestro, Mastercard, American Express, Union Pay, JCB etc.),
 - by cheque or cash.

We encourage students to use an international credit card.

Deadline payment:

The balance must be paid upon arrival and, at the latest, 15 days after the level test (5 days for monthly and summer programmes).

Please note: potential transaction fees are at the expense of the student.

Step 5: Complete the process

Come to the ILCF office in order to get your school certificate and Wi-Fi access code.



4

Additional administrative procedures

Student visa

After completion of the pre-enrolment process, the ILCF will send you a pre-enrolment certificate. This document will be needed to obtain a student visa. Any student staying longer than 3 months in France or wishing to benefit from student status must take the first administrative steps by addressing the French Embassy or French Consulate in their own country.

Our Institute is a member of the Campus France network. Do not hesitate to contact them for more information on the visa process.

<http://www.campusfrance.org/fr/>

<http://www.diplomatie.gouv.fr> Select «Je viens en France».



The student visa cannot be obtained in France after arrival. A tourist visa can never be made into a student visa.

CVEC

Students enrolled for either a semester or a year have to pay the «Contribution à la Vie Étudiante et de Campus – Contribution to Student life and Campus» [91€ - Fees 2019-2020] to the CROUS [Centre Regional des Œuvres Universitaires et Scolaires – Regional Centre for Scholar and University scholarships]. The payment shall be done exclusively online via the following link:

www.messervices.etudiant.gouv.fr/

Once you paid, you will download your receipt [attestation] and submit it to ILCF office.

Mandatory health insurance

Upon your arrival, for a stay longer than 90 days, you have to subscribe to the French health insurance for free, online via the following link:

<https://etudiant-etranger.ameli.fr/#>

Students from the European Union shall bring their European Health Insurance Card issued in their own country.



A stay shorter than 90 days, we recommend you to subscribe to your own private health insurance.

Visa validation / Resident card

Upon arrival, you must validate your visa on this website

<https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>

For the renewal of the residence permit, you must compile a file and go to the Rhône prefecture.

Cancellation policy

VISA REFUSAL

If the visa is denied by the country of origin and if the student provides us with the original of the official document confirming the refusal, the deposit will be reimbursed, except for 150 euros to cover administrative costs. The reimbursement will only take place if the ILCF administration is made aware of the situation by a written document at the latest 8 days before the level test. After that period, the totality of the payment will be kept by the ILCF.

OTHER CASES

Pre-registered or registered students who decide to cancel or quit will not be refunded. The whole payment already settled will remain the property of the ILCF [see general terms and conditions are available online www.ilcf.net].

Please contact the ILCF office for more information.

ENROLMENT FORM

ACADEMIC YEAR 2020/2021

CIVIL STATUS

☐ Mrs ☐ Mr

Last name:

First name:

Birthdate: _ _ / _ _ / _ _ _ _
day / month / year

Birthplace:

Native country:

Nationality:

CONTACT

Phone:

Email:

Address:

Post code:

City:

Country:

Family's / friend's contact:

Last name:

First name:

Phone:

Email:

UNIVERSITY STUDIES

Year of graduation from high school: _ _ _ _

Have you ever taken university-level courses?

☐ yes ☐ no

If yes, fill out this part:

Name of the University:

City:

Country:

Major:

Starting date: _ _ / _ _ / _ _ _ _

Ending date: _ _ / _ _ / _ _ _ _

Number of years completed:

Year of graduation: _ _ _ _

What is your academic/professional project?

.....
.....
.....

KNOWLEDGE OF FRENCH

For how long have you been studying French?

☐hours ☐month[s]

Where did you learn French?

☐ High school ☐ University

☐ Other:

What is your French level?

☐ Beginner ☐ Intermediate

☐ Advanced Intermediate ☐ Advanced

Indicate your CECRL level, if you know it:

☐ A1.1 ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2

Have you received any certificate or diploma in French?

☐ TCF ☐ DELF ☐ DALF

Level:.....

Please, send a copy of your French Language Certificate

How did you know about ILCF-Lyon?

☐ You are an ILCF-Lyon former student

☐ Internet

☐ Social networks

☐ An acquaintance (family, friend, etc.)

☐ Home university; please specify the name:

☐ Agency; please specify the name:

☐ Other; please specify:

.....

.....

.....

ENROLMENT FORM

PROGRAMS	DURATION	TUITION	DEPOSIT deducted from the total amount
Semi-intensive programme - 16 hours per week			
<input type="checkbox"/> 1 st semester <input type="checkbox"/> 2 nd semester	208 hours [per semester]	1 745 € [per semester]	370 €
<input type="checkbox"/> 1 additional consecutive semester	208 hours	1 524 €	370 €
<input type="checkbox"/> 1 academic year [from October 1, 2020 to May 28, 2021]	416 hours	3 064 €	630 €
<input type="checkbox"/> 1 additional consecutive academic year	416 hours	2 960 €	630 €
Intensive programme - 20 hours per week			
<input type="checkbox"/> 1 st semester <input type="checkbox"/> 2 nd semester	256 hours [per semester]	2 309 € [per semester]	370 €
<input type="checkbox"/> 1 additional consecutive semester	256 hours	2 085 €	370 €
<input type="checkbox"/> 1 academic year [from October 1, 2020 to May 28, 2021]	512 hours	4 170 €	630 €
<input type="checkbox"/> 1 additional consecutive academic year	512 hours	4 049 €	630 €
Monthly programme - 16 hours per week			
<input type="checkbox"/> February <input type="checkbox"/> June	64 hours	700 €	250 €
Specific French programme			
<input type="checkbox"/> 1 course	24 hours	352 €	
Summer intensive programme - 20 hours per week			
<input type="checkbox"/> 1 month <input type="checkbox"/> July <input type="checkbox"/> August <input type="checkbox"/> September	80 hours	759 €	200 €
<input type="checkbox"/> 2 months <input type="checkbox"/> July <input type="checkbox"/> August <input type="checkbox"/> September	160 hours	1 443 €	400 €
<input type="checkbox"/> 3 months <input type="checkbox"/> July <input type="checkbox"/> August <input type="checkbox"/> September	240 hours	2 095 €	600 €

PAYMENT

Total of deposit:
.....€

For my registration, I will send the deposit (deducted from the total amount), relevant to my pre-enrolment :

- ☐ by credit card on the website www.ilcf.net | «enrolments»
☐ by check paid to «AFICL»
☐ by credit transfer:

Banque de Savoie (Lyon Part-Dieu) - 21 avenue de Saxe - 69006 Lyon - France
 Compte: AFICL - Numéro de compte: 00047600516 Clé 43 - Code banque: 10548 - Code guichet: 00062
 Code BIC: BSAVFR2C - Code IBAN: FR76 10548 00062 0004760051 643

ACCOMMODATION

- ☐ I would like the housing service of the Lyon Catholic University to help me find a place to stay.
☐ I will find my housing on my own.

COMPLETION OF REGISTRATION

☐ I fully understand and accept the general terms and conditions of the ILCF Lyon available on the website www.ilcf.net
 (see page 12 «Admission procedure» for the required documentation)

☐ I have included the enrolment form with the payment or proof of the payment:

by mail: ilcf@univ-catholyon.fr

by post: ILCF Lyon - UCLY - 23 place Carnot 69286 Lyon Cedex 02 - France

Date of my arrival in Lyon: _ _ / _ _ / _ _ _ _
Day / Month / Year

DATE:

SIGNATURE: