



# FRENCH LANGUAGE PROGRAMS 2021/22

## INFORMATION BOOKLET FOR ITER STAFF AND FAMILY

WELCOME OFFICE OF THE AGENCE ITER FRANCE CEA

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AGENCE



ITER FRANCE



# CONTENTS

THE WELCOME OFFICE FRENCH LANGUAGE PROGRAMS.....	2
Who can be registered to the French Language Programs? .....	2
Training duration .....	2
Training centers .....	2
Rules of participation for all the French Language Programs .....	3
Communication .....	3
1/ THE ITER-SITE FRENCH LANGUAGE PROGRAM .....	4
Overview of the ITER-site program .....	4
Description of the program.....	5
2/ FRENCH LANGUAGE PROGRAMS IN MANOSQUE .....	6
Overview of the programs in Manosque.....	7
Description of the four classes in Manosque .....	8
3/ FRENCH LANGUAGE PROGRAMS IN AIX-EN-PROVENCE .....	9
Overview of the programs in Aix-en-Provence.....	9
Description of the programs in Aix-en-Provence.....	10
4/ CONTINUE FRENCH LANGUAGE STUDIES.....	12
5/ REGISTRATION TO FRENCH LANGUAGE DIPLOMAS .....	15

## THE WELCOME OFFICE FRENCH LANGUAGE PROGRAMS

The ability to speak French, even basic French, will provide you with the key to understand French culture and make your everyday life much easier.

The Welcome Office of the Agence ITER France is here to help you with learning French, from complete beginner level to B1 level as described by the Common European Framework of References for Languages ([link to the reference levels](#)).

Reaching the B1 level in the French language requires time, work and commitment but thanks to our specifically designed program, this is possible to anyone.

### Who can be registered to the French Language Programs of the Welcome Office?

The French Language Programs are open to all IO Directly Employed Staff and their spouses/partners.

### Training duration

The Welcome Office of the Agence Iter France provides French language programs free of charge for two years (except for Program 5 which is limited to one year) or until the participant reaches level B1 within the two years of training.

### Training centers

Our French language programs are **available on three different sites**:

- **on ITER site** for the ITER staff,
- **in Manosque** for the ITER staff and their spouses/partners,
- **and in Aix-en-Provence** for the ITER staff and their spouses/partners.

Registration must be confirmed by the Welcome Office before starting the courses.

## Rules of participation for all the French Language Programs

To register, please contact: [magali.chabrand@iter.org](mailto:magali.chabrand@iter.org)

Each person signing up for the French Language Programs has to:

- Sign a [Training Commitment Form](#) to attend classes regularly and do personal work
- Register to one program at a time
- Know that switching school in the course of the year is not possible
- Inform the teachers about their non-attendance
- Agree that when they have been absent more than 2 times without justification they will be asked to leave the program

## Communication

The Welcome Office AIF will communicate with you by email.

You will receive information about your French language program and the Welcome Office's newsletter (with posts on French learning).

Please read our [Resources for French language learning](#) and check out regularly our dedicated platform [Iterconnections](#) to stay informed.

Please note that every year in June, the Welcome Office organizes an intensive **French Language and Culture Day**. All French learners will be invited to this great event with their family.

## 1/ THE ITER-SITE FRENCH LANGUAGE PROGRAM

This program is open to all ITER directly employed staff.

The Welcome Office partners with two teachers, Florence Metzger and Sandrine Lamblin, both specialized in French as a Foreign Language (called “FLE” for “Français Langue Étrangère”)

### Overview of the ITER-site program

FRENCH LANGUAGE PROGRAMS OF THE WELCOME OFFICE AGENCE ITER FRANCE CEA	PROGRAM 1 ITER-SITE PROGRAM
Public at ITER	IO Directly Employed Staff
Number of sessions / year	1
Number of hours / week	2 hours (+1/2 hour optional Tutoring)
Length of session	90 hours / year (+22 hours Tutoring)
Number of sessions each can register within the 2 years of French language training	2
Levels	all levels (complete beginners to B1)
Number of groups/level	6 to 8 groups
Day/time of the classes	Weekdays from 10:00 am to 4:00 pm
Dates of session(s)	06 September 2021 to 29 July 2022
Deadline registration	Registration anytime from now to March/April
Certificate of level	Certificate of level from Agence ITER France CEA
Location	All classes on Skype Meetings. Classroom B72/1012b available during the class/tutoring

## Description of the program

French classes are running every work day between 10:00 am and 03:30 pm.

Full attendance includes 2 hours of Group classes. Each participant can also book 30 minutes of optional Tutoring per week.

In May/June, your French level will be assessed by an external teacher. In July, participants receive their Certificate of level in French language.

The [learning contents](#) of this training are available on [Iterconnections website](#).

Here is the weekly schedule from 06 September 2021:

September 2021					
Jour	Lundi	Mardi	Mercredi	Jeudi	Vendredi
Professeure	Florence	Florence	Sandrine	Florence	Sandrine
11:00- 11:30	Tutoring	Tutoring	Group 1	Tutoring	Group 5
11:30 - 12:00	Tutoring	Tutoring		Tutoring	
12:00 - 12:30	Group 1	Group 3	Group 6	Group 4	Group 2
12:30 - 1:00					
1:00 - 1:30	Group 5	Group 2	Group 4	Group 6	Group 3
1:30 - 2:00					
2:00 - 2:30	Tutoring	Tutoring	Teacher break	Tutoring	Teacher break
2:30 - 3:00	Tutoring	Tutoring	Tutoring	Tutoring	Tutoring
3:00 - 3:30			Tutoring		Tutoring

	Start level	End level	
Group 7	A	A+	Complete beginner from February 2022
Group 6	A	A+	Complete beginner from Sept 2021
Group 5	A+	A1	Beginner
Group 4	A1	A1+	False beginner
Group 3	A1+	A2	
Group 2	A2	A2+	Lower Intermediate
Group 1	A2+	B1	

## Group classes

Group classes are held twice a week for one hour. In September there are 6 groups of level starting with Group 6, for the complete beginners, up to Group 1, for the learners approaching the level B1. New groups will open in 2022 with the newcomers that will be complete beginners.

### *Individual tutoring Sessions*

The Tutoring sessions are optional, but highly recommended, and have to be booked in advance via a monthly calendar. These sessions were designed to help learners **improve their speaking skills**. The teacher can also help each learner with their specific needs, finding new learning strategies, taking into account mother tongue, preferences and learning style.

**Each participant can book 1 Tutoring session a week with maximum 2 participants of the same level by session.**

### *French Language Book*

In class, we use the book “**EDITO Méthode de Français**” from Didier FLE. This book **will grant you access to the e-book as well as audio and video resources related to your book**. These online resources can be very handy in case you do not have the book in hand. To activate the online book, go to this website : <http://www.editions-didier.fr/> and create your account. You'll need to enter your email address and the password which is the activation code given on the back of the cover page of your book.

### *Communication*

Every last week of each month, the Welcome Office sends an email, to all learners, with the information for the following month including:

- the weekly classes schedule ;
- the link to book the individual Tutoring sessions ;
- the link to inform the Welcome Office and the teachers of any foreseen absence.

### *Registration*

To register, learners needs to:

- **fill-in** the [AIF Registration Form](#)
- and send back the [Training Commitment Form to AIF](#) **signed by the learner and his IO manager** to [Magali.chabrand@iter.org](mailto:Magali.chabrand@iter.org)

From September, all learners are placed in new groups and receive the Outlook invitations that include the Skype Meetings link for the group classes.

## 2/ FRENCH LANGUAGE PROGRAMS IN MANOSQUE

Our partner is the [GRETA of Manosque](#).



### Overview of the programs in Manosque

2 programs and 4 groups are available with the GRETA from September 2021.

The day classes for the spouses/partners of ITER Staff take place at the EIPACA (International school) and the evening classes for the ITER staff and their spouses/partners are held at the Collège Jean Giono.

FRENCH LANGUAGE PROGRAMS OF THE WELCOME OFFICE AGENCE ITER FRANCE CEA	PROGRAM 2 EVENING COURSE IN MANOSQUE	PROGRAM 4 DAY COURSE IN MANOSQUE
Public at ITER	IO Directly Employed Staff and spouse/partner	Spouse/Partner of IO Staff
Number of sessions / year	1	1
Number of hours / week	2 hours	6 hours for complete beginners 3 hours for other levels
Length of session	30 hours from October to April	180 hours for complete beginners/year
Number of sessions each can register within the 2 years of French language training	2	2
Levels	objective A1	all levels (complete beginners to B1)
Number of groups/level	1 group	3 groups
Day/time of the classes	Thursday from 6:00 to 8:00pm	Tuesday and/or Friday
Dates of session(s)	October to April	21 September 2021 to 30 June 2022
Deadline registration	Registration until October 2021	registration anytime
Certificate of level	none	Certificate of level from GRETA and DCL (Diplôme de Compétence en Langue) Diploma for B1 level
Location	Face-to-Face classes at Collège Jean Giono in Manosque	Face-to-face classes at International School of Manosque



## The 4 groups in Manosque

FRENCH LANGUAGE CLASSES IN MANOSQUE 2021/22	EVENING COURSE BEGINNER	DAY CLASSES BEGINNER LEVEL	DAY CLASSES FALSE BEGINNER LEVEL	DAY CLASSES INTERMEDIATE LEVEL + Preparation DCL
Program	Program 2	Program 4	Program 4	Program 4
Level	objective <b>A1</b>	objective <b>A1</b>	objective <b>A2</b>	objective <b>B1</b>
Day	Thursday	Tuesday and Friday	Tuesday	<b>Tuesday</b>
Time	6:00 - 8:00 pm	08:30 - 11:30 am	01:30 - 4:30 pm	08:30 - 11:30 am
Where	College Jean Giono in Manosque	International School Manosque (EIPACA)	International School Manosque (EIPACA)	International School Manosque (EIPACA)
Number of hours per week	2 hours	6 hours	3 hours	3 hours
Dates of program	from October 2021 to April 2022	21 sept 2021 to 30 June 2022	28 sept 2021 to 30 June 2022	28 sept 2021 to 30 June 2022
Certificate of level	none	in June	in June	DCL DIPLOMA

**Please note that the Welcome Office will open and keep open a group if there are minimum 8 people registered.**

The Intermediate class on Tuesday prepares you to take the **DCL** (Diplôme de Compétence en Langue) which is a French national education diploma that validates the ability to use a foreign or regional language in a professional situation. This diploma is very useful to people who plan to work in France.

### Registration

To register to these programs, please:

- fill-in the [AIF Registration Form](#)
- and sign and send back the [Training Commitment Form to AIF](#) to [Magali.chabrand@iter.org](mailto:Magali.chabrand@iter.org).

### 3/ FRENCH LANGUAGE PROGRAMS IN AIX-EN-PROVENCE

Our partner is the [SUFLE \(Service Universitaire du Français Langue Étrangère\) of the Aix Marseille University.](#)



Face-to-Face classes take place at the SUFLE in Aix-en-Provence.

Address: [Bâtiment T3 \(2e étage\), 29 avenue Robert Schuman, Aix-en-Provence](#)

Contact : Edith Nioche Tel. +33 (0)4 13 55 32 18 / [Edith.Nioche@univ-amu.fr](mailto:Edith.Nioche@univ-amu.fr)

(English spoken, specify that you are ITER employed staff/spouse/partner)

#### Overview of the programs in Aix-en-Provence

FRENCH LANGUAGE PROGRAMS OF THE WELCOME OFFICE AGENCE ITER FRANCE CEA	PROGRAM 3 EVENING COURSE IN AIX-EN-PROVENCE	PROGRAM 5 FULL-TIME COURSE IN AIX-EN-PROVENCE
Public at ITER	IO Directly Employed Staff and spouse/partner	Spouse/Partner of IO Staff
Number of sessions / year	3	2
Number of hours / week	2 hours	18 to 21 hours
Length of session	20 hours / 10 weeks	234 hours / 18 weeks
Number of sessions each can register within the 2 years of French language training	6	2 sessions maximum. This training counts as 1 year of French learning with the Welcome Office.
Levels	From A1 to B1 level	all levels (complete beginners to B1)
Number of groups/level	2 groups (minimum of 9 students/groups)	6 to 8 groups
Day/time of the classes	Wednesday from 6:00 to 8:00 pm	almost every weekday
Dates of session(s)	Session 1: September to December Session 2: February to April Session 3: May to July	Semester 1: Sept. to December 2021 Semester 2: January to April 2022
Deadline registration	2 weeks before the session starts	Semester 1: 02 July 2021 Semester 2: in November
Certificate of level	none	University Diploma (DU) of French Language and Culture (30 ECTS European credits)
Location	Remote course	Face-to-face classes in Aix-en-Provence at SUFLE AMU

## Description of the programs in Aix-en-Provence

These programs are open to all foreign adults holding a high school qualification and are not exclusively reserved for ITER learners.

### *Program 3 – Evening French classes*

These distance learning courses run over 10 weeks with 2 hours per week on Wednesdays from 6pm to 8pm. ([see the information in the SUFLE website](#)).

2 groups are proposed, one for the beginner level A1, and one for the intermediate level (A2 and B1) if the University gets 9 participants enrolled/level. Each learner has to take an online test before being placed in a group/level.

➔ *Please note that the SUFLE is in the process of modifying the evening classes, this program will probably be updated later this year.*

### *Program 5 – Full-Time Training*

[SUFLE's full-time French courses](#) are open to all non-French-speaking foreign adults, from complete beginners to experienced users. The program includes 18 hours per week including the workshops (ateliers) and Phonetic classes.

The academic year is divided into 2 independent semesters: the participant can register either for the 1st semester (September-December), or for the 2nd semester (January-April) or for the full academic year (September-April).

This full-time training is a diploma course: it gives access to the [University Diploma of French Language and Culture](#). This diploma corresponds to 30 ECTS credits (European credits) per semester for 18 hours of classes per week. Attendance is compulsory.

Students are evaluated throughout the semester by continuous assessment marks, and then at the end of the semester by a final exam for the language course. These exams are absolutely mandatory to obtain the grades of the French Language course and attendance at classes is compulsory. This training allows you to obtain an [Aix-Marseille University Diploma of "French Language and culture" and 30 ECTS \(European Credit Transfer System\)](#).

Participants will receive a Student card and will get the benefits of university students: access to university's restaurants, libraries, sports centers and cultural activities as well as reductions in national museums, movie theaters...

**Important note:** The Program 5 is very intensive. Therefore, **one semester in Program 5 will count as one full year in the two years of French language training provided by the Welcome Office AIF.** Participants are entitled to register maximum twice to this program within the 2 years of training.

### *Registration*

To register to these programs, please:

- fill-in the [AIF Registration Form](#),
- send back the [ITER-SUFLE fiche inscription](#) and the [Training Commitment Form to AIF](#) to: [Magali.chabrand@iter.org](mailto:Magali.chabrand@iter.org).

Please note that students are placed in the groups based on the online test that the SUFLE sends to new students. **The week before the semester starts**, the school publishes the list of groups and their weekly time table.

#### 4/ CONTINUE FRENCH LANGUAGE STUDIES

For learners who have already reached the B1 level or the end of the two-year timescale with the Welcome Office of the AIF, they can continue their studies by enrolling individually in the school of their choice.

***Please note that information, registration and payments are made directly to the schools.***

➤ **In Manosque:**

- **GRETA**

GRETA can provide you with French group classes (day and evening) if there is 8 people minimum registered - 9,50€/hour

Contact: [greta.antenne.manosque@ac-aix-marseille.fr](mailto:greta.antenne.manosque@ac-aix-marseille.fr)

- **AVF Manosque (Accueil des Villes Françaises)**

AVF offers Free French classes to Foreigners.

Tuesday and Friday from 9 to 10am the classes are held in the AVF premises : 31 rue Grande in Manosque.

Tuesday and Thursday afternoon, at 39 rue Grande in Manosque

Contact: [avfmanosque@orange.fr](mailto:avfmanosque@orange.fr) / 04.92.72.16.41 /

[AVF.asso.fr/manosque/](http://AVF.asso.fr/manosque/)

- **CBC Compétences +**

CBC Compétences + provides French classes 2 hours/week

Tél: 04 92 72 64 63/ [cbc.compencesemploi@gmail.com](mailto:cbc.compencesemploi@gmail.com)/ [CBC-compences.com](http://CBC-compences.com)

- **DATHOS**

Qualified and experienced French Teacher (currently teaching at ITER headquarters) offers French courses to Foreigners. Distance learning and face-to-face learning possible in Mirabeau. Small groups or individual teaching. Day courses, or, for employees also possible before or after the working day, or at lunchtime.

Contact : [dathoscontact@gmail.com](mailto:dathoscontact@gmail.com) / [flo.metzger@orange.fr](mailto:flo.metzger@orange.fr) / [Dathos.fr](http://Dathos.fr)

- **Pain au Chocolat (Conversation group open to all French language learners)**

Marcela welcomes all the French learners on Tuesday mornings from 9:30 to 11:00am at 9 Boulevard Casimir Pelloutier in Manosque

Tél : 06 16 51 63 58 - [marcc02@hotmail.com](mailto:marcc02@hotmail.com)

➤ **In Vinon-sur-Verdon**

- **La Maison du Partage in Vinon sur Verdon**

This association offers French classes to Foreigners.

Contact: Mrs Chauchard Tél. 04 92 79 34 62 /

[csc.maisondupartage@orange.fr](mailto:csc.maisondupartage@orange.fr)

[vinon-sur-verdon.fr/centre-social-culturel-maison-partage](http://vinon-sur-verdon.fr/centre-social-culturel-maison-partage)

➤ **In Aix-en-Provence**

- **SUFLE of the Aix Marseille University**

The SUFLE is the University Department of French as a Foreign Language

Contact: Audrey Tuccelli 04 13 55 32 17 / [sufle@univ-amu.fr](mailto:sufle@univ-amu.fr) /

[sufle.univ-amu.fr](http://sufle.univ-amu.fr)

- **Alliance Française in Aix-Marseille Provence**

The Alliance Française Aix-Marseille Provence offers group courses, one-to-one lessons and courses for professionals all year long, from level A1 to level C1.

Contact: +33 (0)9 73 10 43 91 / [afaixmarseille.org](http://afaixmarseille.org)

- **IS**

IS is an international French language school for adults

Contact: +33 4 42 93 47 90 / [info@is-aix.com](mailto:info@is-aix.com) / [is-aix.com](http://is-aix.com)

- **Destination Français**

This French language school in Aix-en-Provence provides contextual classes

Contact : Fabienne 06 61 75 77 09 / Chantal 06 89 36 76 99 /  
[info@destinationfrancais.com](mailto:info@destinationfrancais.com) / [destinationfrancais.com](http://destinationfrancais.com)

- **American Center**

This language training centre has face-to-face and e-learning programs available to learn French.

Contact: 04 88 92 71 95/ [info@americancenter.fr](mailto:info@americancenter.fr) / [americancenter.fr](http://americancenter.fr)

- **La Maison de l’Espagne**

This Hispanic centre also includes a language school that offers French classes on Saturday morning and evening on weekdays.

Contact: Tél : 04 42 21 21 11 or 06 68 79 94 05 / [contact@maison-espagne.com](mailto:contact@maison-espagne.com) / Irene Sanchez: [espagnol.mde@gmail.com](mailto:espagnol.mde@gmail.com) / [maison-espagne.com](http://maison-espagne.com)

- **French Services**

This teacher offers remote French lessons for adults and teenagers

Contact: Caroline 04 42 11 84 04/ [French.services@orange.fr](mailto:French.services@orange.fr)

➤ **In Provence**

- **CREA-LANGUES** proposes intensive programs in total immersion from 1 to 3 weeks at the Monastère de Ségriès near Moustiers Sainte Marie

Contact: [info@crea-langues.com](mailto:info@crea-langues.com) / [crealangues.com](http://crealangues.com)

- **DESTINATION LANGUES** is a specialized French language school that offers online programs

Contact: 04 13 63 74 56 / [destinationlangues.com](http://destinationlangues.com)

- **EXPATRIACTION** proposes activities and French classes for expats

Contact: Isabelle 06 78 78 87 58 / [isabelle.voisin@expatriaction.fr](mailto:isabelle.voisin@expatriaction.fr)

- **MILLEFEUILLE PROVENCE** offers distance learning programs by week

Contact: [info@millefeuille-provence.com](mailto:info@millefeuille-provence.com) / [millefeuille-provence.com](http://millefeuille-provence.com)

➤ **Distance learning teachers**

- **Annie Moisset**, experienced French teacher, formerly teaching on ITER site, offers French courses for foreigners on Skype, all levels, preparation for exams.  
Contact: [annmoisset@gmail.com](mailto:annmoisset@gmail.com) / Tél: 06 24 88 12 20
- **ABC LANGUES** offers French, English, Spanish and Portuguese language classes online. They offer 30 minutes free for the ITER's staff!  
Contact: Céline 0750204817/[contact@abclangues.com](mailto:contact@abclangues.com)  
[/https://abclangues.com](https://abclangues.com)

## 5/ REGISTRATION TO FRENCH LANGUAGE DIPLOMAS

### **The DELF (Diplôme d'Études en Langue Française)**

is open to all and validates your French level.

Exam sessions are regularly organized in the area: [Detailed information on the examinations](#)

### **The TCF (Test de Connaissance du Français)**

is open to all and validates your French level.

Exam sessions are regularly [organized in Aix en Provence](#)

### **The DCL FP (Diplôme de Compétences en Langues Français Professionnel)**

is open to all, is for professional purposes and validates your French level.

Exam sessions are regularly [organized in Manosque](#)