

**KEY DATA ON ENSAPLV Ecole Nationale Supérieure d'Architecture de Paris La Villette**

Edited in January 2019 Academic year 2019/2020

<b>NAME OF YOUR INSTITUTION</b> Address Postal Code and City Country	Ecole Nationale Supérieure d'Architecture de Paris - La Villette 144 avenue de Flandre 75019 Paris FRANCE web-site : <a href="http://www.paris-lavillette.archi.fr">www.paris-lavillette.archi.fr</a>
<b>ERASMUS ID CODE</b>	<b>FPARIS 126</b>
<b>Director</b>	<b>Caroline Lecourtois</b>

**Key data on International Office : Service des relations internationales (same address as above)**

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<b>Responsible FOR <u>INCOMING</u> STUDENT MOBILITY</b>	Justine SIMONOT justine.simonot@paris-lavillette.archi.fr Ph : + 33 1 44 65 23 27
<b>INFORMATION for incoming students on web site</b>	<a href="http://www.paris-lavillette.archi.fr/index.php?page=foreign-exchange-students">http://www.paris-lavillette.archi.fr/index.php?page=foreign-exchange-students</a>
<b>Academic tutors for incoming students</b>	ENSAPLV academic tutors have been designated for each partner university. See this list on <a href="http://www.paris-lavillette.archi.fr">www.paris-lavillette.archi.fr</a> , International on the left search bar, then download Incoming exchange student List : <a href="http://www.paris-lavillette.archi.fr/index.php?page=foreign-exchange-students">http://www.paris-lavillette.archi.fr/index.php?page=foreign-exchange-students</a>

**General information on didactics:**

<p><b>DIDACTICS CALENDAR:</b> Academic year 2018/2019</p>	<p><b>Provisional calendar which will be confirmed later</b> Intensive French courses will be organised from September 3rd, 2019, before the beginning of the architecture courses. A financial participation of 50 € will be required. <u>1st semester 2019/2020 : Winter semester</u> Orientation activities from September 16th to 20th, 2019. Welcome meeting for incoming students and meeting with professors of ENSAPLV : September 19th, 2019 Presentation by professors of first semester classes from September 23rd to September 27th, 2018 Registration to courses : from September 23rd to September 27th 1<sup>st</sup> semester (Winter semester) : From September 30th, 2019 to beginning of 31st of January, 2020 <u>2nd semester 2019/2020 : Summer semester (precise dates to be confirmed)</u> Intensive French courses will be organised from February 10th, 2020 (precise date to be confirmed). Administrative welcome meeting for incoming students : February 26th, 2020 Meeting with professors of ENSAPLV for incoming students : February 27th, 2020 2nd Semester (Summer semester) : from March 2nd, 2020 to 4th of July 2020</p>
<p><b>PERIOD OF STAY :</b></p>	<p>The exchange students are advised to stay during the whole academic year from September to July. It is more difficult to get integrated in ENSAPLV when arriving on second semester.</p> <p>But it is possible for students to arrive on second semester. During the 1st semester (Winter semester) : exchange students have access to courses of semester 5 (Licence 3), 7 (Master 1) and 9 (Master 2). During the 2nd semester (Summer semester) : exchange students have access to courses of semester 6 (Licence3) and 8 (Master 1).</p> <p>The last semester of Master 2 (semester 10) is devoted to the individual final work of the student, leading to the ENSAPLV Master diploma. As a consequence there is no collective classes during this last semester of Master 2. Exchange students may work on their final thesis if one professor of ENSAPLV has agreed to tutor them.</p>
<p><b>LANGUAGE OF DIDACTICS (programs, courses, exams):</b></p>	<p>French is the teaching language.</p> <p><b>All theoretical courses are French speaking courses.</b> The description in English of courses (academic year 2018/2019) can be found on following link : <a href="http://www.paris-lavillette.archi.fr/uploads/international/anglaisprog/2018-2019/Courses-18-19-eng.pdf">http://www.paris-lavillette.archi.fr/uploads/international/anglaisprog/2018-2019/Courses-18-19-eng.pdf</a></p>

	<p>A minimum <b>B1 level in French abilities is strongly recommended to be able to understand and attend classes</b> : an official certificate of language ability level obtained by the student must be sent with the application package : <b>it has to be signed by the home university</b>. It indicates the student's language ability at the application period. For Erasmus + SMS students it can be the OLS certificate.</p> <p><b>Students who can't speak French fluently enough will of course be limited in their choice of courses..</b></p> <p>If general instructions are given in French, another language may be used in the individual correction in some courses, particularly in design studios, according professors' and students' linguistic abilities, some professors being native from other countries than France (details can be found on the catalogue of courses 2018/2019 : <a href="http://www.paris-lavillette.archi.fr/uploads/international/anglaisprog/2018-2019/Courses-18-19-eng.pdf">http://www.paris-lavillette.archi.fr/uploads/international/anglaisprog/2018-2019/Courses-18-19-eng.pdf</a>).</p> <p><u>French courses organised during the academic year</u>  French courses will be organised (to be confirmed) during the first semester for foreign exchange students, awarding 2 ECTS. These courses will preferably concern students who did not reach B2 level.</p>
<p><b>PORTFOLIO</b></p>	<p>The admittance of the student is not subordinate on the assessment of a portfolio ; however, a portfolio may be useful for the student on his/her arrival in ENSAPLV to be shown to the professors.</p>
<p><b>APPLICATION PROCEDURE</b>  <b>For incoming students for academic year 2018/2019</b></p>	<p>We accept the students who have been selected and nominated by their home university, according to bilateral exchange agreements.  The home university selects and nominates its students for ENSAPLV exchange program via Email in which following information must be specified for each nominated student :</p> <ul style="list-style-type: none"> <li>- FAMILY NAME</li> <li>- First name</li> <li>- Gender</li> <li>- Date of birth</li> <li>- Nationality</li> <li>- Study level in ENSAPLV (First cycle or Second cycle)</li> <li>- Exchange period (academic year)</li> <li>- Start semester (1st Semester = September to end January, 2d Semester = end of February to end of first week of July)</li> <li>- Duration (number of semesters)</li> <li>- Email</li> </ul> <p>The selected student will receive from ENSAPLV a link so he can apply online.</p> <ol style="list-style-type: none"> <li>1) Complete the online application form.</li> <li>2) <b>Upload</b> all the required documents : <ul style="list-style-type: none"> <li>- Photo of the student</li> <li>- Copy of passport</li> <li>- Draft learning agreement signed by applicant and home university representative</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>- Certificate attesting French ability level at the moment of the application</li> <li>- Confirmation signed by the home university representative</li> <li>- We <b>do not need</b> the letter of intent and transcripts of records</li> </ul> <p><b>Do not send your application package by post.</b> The letter of acceptance will be sent directly to the International Office of the home university at the end of May if the student's mobility in ENSAPLV concerns the first semester or the whole academic year and at the beginning of December if the student's mobility concerns the second semester.</p> <p><b>CAUTION :</b> Exchange students at ENSAPLV are not allowed to enroll as regular student of the school the year following their mobility. They can not apply for admission during their mobility and only be able to apply the following year. For instance, a exchange student during 2018/2019 academic year will not be able to enroll as a regular student in 2019/2020 academic year. At the end of his/her mobility period, he/she will have to continue to study in his/her home university and will only be able to apply for an admission for 2020/2021 academic year.</p>
<p><b>DEADLINE for nomination of the students by home university</b></p>	<ul style="list-style-type: none"> <li>• <b>3rd of May, 2019</b> for a study stay during <b>1<sup>st</sup> semester or whole year</b></li> <li>• <b>30th of October, 2019</b> for a study stay during <b>2<sup>nd</sup> semester</b></li> </ul> <p><b><i>Please respect these deadlines</i></b></p>
<p><b>DEADLINE FOR students' online application</b></p>	<ul style="list-style-type: none"> <li>• <b>15th of May, 2019</b> for a study stay during <b>1<sup>st</sup> semester or whole year</b></li> <li>• <b>12th of November, 2019</b> for a study stay during <b>2<sup>nd</sup> semester</b></li> </ul> <p><b><i>Please respect these deadlines</i></b></p>
<p><b>LEARNING AGREEMENT</b></p>	<p>The draft learning agreement for academic year 2019/2020 is prepared before the arrival of the student. The definitive learning agreement will be determined after the registration of classes occurring at the beginning of each semester.</p> <p><b>CAUTION : the catalogue of courses of academic year 2019/2020 may be fully reviewed comparatively to the academic year 2018/2019.</b></p> <p><b><u>The new catalogue of courses will not be available before May 2019.</u></b></p> <p>Meanwhile, the students who need to prepare their learning agreement before the new catalogue is issued, can use the catalogue of courses of academic year 2018/2019, available at this link : <a href="http://www.paris-lavillette.archi.fr/uploads/international/anglaisprog/2018-2019/Courses-18-19-eng.pdf">http://www.paris-lavillette.archi.fr/uploads/international/anglaisprog/2018-2019/Courses-18-19-eng.pdf</a></p> <p>If necessary, the learnin agreement will be modified once the student will be on place or when the new catalogue of courses will be vailable.</p>

	<p>The exchange student has access to <b>courses of Bachelor 3rd year, Master 1st year and Master 2nd year</b> with a maximum of 60 ECTS for whole year and 30 ECTS for one semester mobility. <b>He has no access to courses of Bachelor 1st and 2nd year.</b></p> <p>The exchange student can only be registered in <b>ONE studio class pro semester.</b></p> <p>In the interest of the student it is advised that he/she respects his/her level of studies regarding the choice of design studio classes.</p>																		
<p><b>CREDIT SYSTEM</b></p> <p><b>ECTS</b></p> <p><b>Marks</b></p>	<p>30 ECTS maximum for one semester (no more)</p> <p>The French grading scale runs from 0 (lowest grade) to 20. A minimum of 10 points (Pass grade) is necessary to obtain the corresponding ECTS of the attended class.</p> <p>ECTS grading scale for an obtained grade of 10 points and upper.</p> <table border="1"> <thead> <tr> <th>Definition</th> <th>ECTS grade</th> <th>Distribution</th> </tr> </thead> <tbody> <tr> <td>EXCELLENT – Outstanding performance with only minor errors</td> <td>A</td> <td>10%</td> </tr> <tr> <td>VERY GOOD – above the average standard with some errors</td> <td>B</td> <td>25%</td> </tr> <tr> <td>GOOD – generally sound work with a number of notable errors</td> <td>C</td> <td>30%</td> </tr> <tr> <td>SATISFACTORY – fair but with significant shortcomings</td> <td>D</td> <td>25%</td> </tr> <tr> <td>SUFFICIENT – performance meets the minimum criteria</td> <td>E</td> <td>10%</td> </tr> </tbody> </table>	Definition	ECTS grade	Distribution	EXCELLENT – Outstanding performance with only minor errors	A	10%	VERY GOOD – above the average standard with some errors	B	25%	GOOD – generally sound work with a number of notable errors	C	30%	SATISFACTORY – fair but with significant shortcomings	D	25%	SUFFICIENT – performance meets the minimum criteria	E	10%
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<p><b>Placement /internship</b></p> <p><b>Work experience</b></p>	<p>Students who want to have a work experience through an internship must bring from their home university a letter indicating that this internship is <u>compulsory</u> during his/her studies to get their diploma. This letter is compulsory to have an agreement signed by ENSAPLV with the employer. The internship must take place during the Erasmus period. Besides, the student must comply with ENSAPLV regulations internship (tutoring by ENSAPLV teacher, requirement of a written report). The student will then receive 8 ECTS.</p>																		
<p><b>Special facilities for disabled persons</b></p>	<p>No</p>																		
<p><b>WHAT OUR STUDENTS MUST ABSOLUTELY KNOW:</b></p>	<p>Students from UE must bring their <b>European health insurance card, valid till the end of their stay in France.</b></p> <p>Non UE students have to register for French health insurance (“Sécurité sociale étudiant”) : From 2018/2019 this is free of charge for students.</p> <p>Each student must have contracted a <b>third person liability insurance</b>. The student must bring a document giving evidence of this insurance or can purchase one in France for around 15 €.</p>																		
<p><b>ACCOMODATION</b></p>	<p>ENSAPLV doesn’t provide rooms in university residences ; the question of accommodation is very difficult in Paris and rather expensive ! (minimum 600€ pro month)</p>																		

<b>TRANSCRIPTS OF RECORDS</b>	The transcript of records is sent to the international office of the partner university during last week of February for students staying during the 1st semester, and during the last week of July for the students staying during the 2nd semester or whole year.
<b>CERTIFICATE OF ATTENDANCE</b>	<p>At the end of his/her stay, the student will be given a certificate of attendance indicating the day of his/her arrival in ENSAPLV and the day of his/her departure.</p> <p>Please note</p> <ol style="list-style-type: none"> <li>1) This certificate is personal and cannot be delivered to any other person than the student himself</li> <li>2) The arrival date refers to the welcome meeting or the beginning of Intensive French courses at soonest.</li> <li>3) The day of departure is the day of the last exam that the student passes. The length can be extended up to September 30<sup>th</sup> if the student is doing an internship during summer.</li> </ol>