

SARL INSTITUT FRANÇAIS DE LANGUES ET DE SERVICES
ETABLISSEMENT PRIVE CREE EN 1992



English Version



**Lieu d'échanges linguistiques et culturels
à dimension humaine**

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L'Institut Français de Langues et de Services

est une école privée à **dimension humaine**
un vrai lieu d'**échanges culturels**
pour permettre une meilleure compréhension entre les personnes

Vos progrès sont au centre de nos préoccupations



En 2015, l'Institut Français de Langues et de Services a obtenu le label QUALITE Français Langue Étrangère. Cette démarche permet d'identifier et de reconnaître nos formations et nos prestations comme présentant toutes les garanties de qualité attendues par différents Ministères (de l'Enseignement Supérieur, de l'Éducation nationale, des Affaires Étrangères, de la Culture et de la Communication).

L'IFLS est **une petite structure** s'adaptant avec souplesse à toute demande. Toutes les formations sont élaborées « **sur mesure** », en fonction de vos besoins et de vos attentes. Cette faculté d'adaptation a permis la mise en place de programmes spécifiques.

L'IFLS est dans une démarche de **QUALITE** où rapidité et efficacité sont des priorités. Nos bâtiments sont accessibles aux personnes à mobilité réduite.

Notre enseignement des langues est fondé sur une approche pratique, ludique et conviviale avec des mises en situation.

Vous êtes actifs et non passifs. Le rôle du professeur consiste à vous guider et à vous donner les éléments nécessaires pour comprendre. Les cours et les stages mettent en œuvre 4 compétences (**expression orale et écrite, compréhension orale et écrite**) au cours de nombreuses activités.

Des sessions dites de "feed-back" permettent aux étudiants de dire ce qu'ils pensent du déroulement du cours. Les professeurs adaptent ainsi leurs cours. Des entretiens individuels leur permettent de mieux cerner les progrès et les difficultés et d'orienter ainsi l'apprenant.

Toutes les formations suivies sont assorties d'une **rééducation de l'oreille**. Dédiée à l'oral, votre prononciation, votre accentuation et votre compréhension en seront durablement améliorées.

Exemple de niveau de sortie à la fin de la formation :

| | | |
|-----------------------------|-----------------------------|----------------------------|
| 100 heures : A1 → A2 | 80 heures : A2 → B1- | 60 heures : B1 → B1+ |
| 150 heures : A1 → B1- | 100 heures : A2 → B1 | 100 heures : B1 → B2 |
| 250 heures : A1 → B1 | 150 heures : A2 → B1+ | 150 heures : B1 → B2+ |
| 400 heures : A1 → B1+ / B2- | 300 heures : A2 → B2- / B2+ | 300 heures : B1 → C1- / C1 |

80% de nos apprenants passent 1,5 à 2 niveaux !



L'équipe, menée par **Valérie RASPAUD**, Directrice, est composée de professionnels partageant la philosophie de l'IFLS : 2 Responsables pédagogiques, 1 Assistante Administrative, 7 à 12 professeurs, des Accompagnateurs pour les groupes.

Valérie Raspaud

LANGUAGE COURSES



LEARN or IMPROVE YOUR FRENCH In the heart of France South-West!



Since its creation, IFLS has always been concerned with their students' progress in languages. We all know how difficult it is for each one of you to learn French grammar and vocabulary, to understand and to speak French. What about the habits and customs of the French people?

That is the reason why IFLS offers **an educational training** which is **tailored** to your needs. Our methods and tools have been carefully selected to meet your requirements. Our education is **dynamic and functional**.

At the forefront of language teaching, IFLS is equipped with an auditory stimulation process which makes language learning easier and faster. Our school is a certificated center: "FLE (French as a Foreign Language) QUALITY" certification.

Immersion Programs in French (course + stay in a host family)

Structure

- Course in small same level groups (4 to 10 people)
- One-to-one course or pair course

Schedule

- Extensive Training 10 to 15 hours per week
- Intensive Training 25 hours per week

Contents

- Thematic Training Course: General approach, communication, French and French people...
- Auditory Stimulation
- Educational visits: school, French institutions, companies, nuclear plant ...
- Cultural visits: Castles, caves, Bordeaux, Toulouse and Airbus, Bastides ...
- Internship: it is compulsory either in an association, a company or an institution

IFLS Services

- Administrative service
- Opening of a bank account
- Social Security ...

Tailored training

- Customized and flexible
- High quality and efficiency

Sessions

- Fall/Winter (September /January)
- Spring (April/ June)
- Summer (July / August)

Business programs for professionals

- Customized programs and schedule all year round
- Included Pippelot exam
- Eligible for CPF (MonCompteFormation)

Authorized Exam Center

- Pippelot exam (Business profile)

High School Program

- 1 trimester / 1 semester / 1 school year
- In public or private schools
- Accommodation in a host family or dormitory
- From A2 level

→ Optional Preparation to
TCF / DELF / DELF pro /
DALF

Internship in a company or an association for students aged + 18

- Compulsory FLE course before or during internship. Accommodation in a host family, hotel or Bed & Breakfast
- 2 to 12 weeks and more

Distance Learning

- Course by Webcam and/or telephone
- Auditory Stimulation



La certification qualité a été délivrée
au titre de la catégorie d'action suivante:
ACTIONS DE FORMATION

LANGUAGE COURSES

You will **develop fluency** and ability to **communicate, acquire** and **strengthen your fundamentals**

As well as enrich your **vocabulary** and improve your **skills**: listen, speak, read and write.

| Training | Objectives | Program |
|--|--|---|
| Immersion Program | Fast oral and written communication practice Listen / Speak / Read / Write Immediate practice | Acquisition or reviewing of the fundamentals Presentation, orientation ... Scenarios in situ Grammar and verbal system Vocabulary: everyday life and thematic Oral and written expression Oral and written comprehension Option: TCF examination |
| Business programs | Fast oral and written communication practice Listen / Speak / Read / Write Adaptation to the professional world Immediate language practice | Acquisition or reviewing of the fundamentals Presentation Orientation Scenarios in situ Grammar and verbal system Vocabulary: everyday life and professional Oral and written expression Oral and written comprehension Pipplet exam |
| High School Program | Schooling in public or private school in Villeneuve-sur-Lot Discovery of the French school system Integration and adaptation | Educational program of French National Education |
| Internship in a company or association | Fast oral and written communication practice Listen / Speak / Read / Write Adaptation to the professional world Immediate language practice | Same program as in Immersion Program Preparation of internship in a company: job environment, company spirit, organization, labor rights... Lesson extension: vocabulary and expressions Final track record (compulsory) |
| Course by Webcam and/or telephone | Fast oral and written communication practice Listen / Speak / Read / Write | Acquisition or reviewing of the fundamentals Presentation Orientation Scenarios in situ Grammar and verbal system Vocabulary: everyday life and professional Oral and written expression Oral and written comprehension |
| Auditory Stimulation ◆ at IFLS ◆ remote (via the Web) | Stimulates the inner ear to the dominant frequencies of the selected language Facilitates and accelerates language learning Improves understanding and pronunciation Develops auditory memory | 15 minutes: listening to specific music 45 minutes: drills and practice Phonetics (phonemes) Themes: Tourism, Telephone, Job interview Free Exercises... |

* General culture and Communication, French and the French people, Bastides, Business and Commerce, Sciences, Tourism, Medicine. Tailored preparation to examinations and competitive examinations...

INDIVIDUAL PROGRAM

Learning a language is also to discover a new culture. Since 1992, IFLS has designed programs for individuals or groups of all ages and backgrounds, either in immersion in host families selected with care, or in dormitory or hotel site.

Individual Program

Extensive course (10 to 15h/week)

Intensive course (25h/week)

From July to January, or contact us
Aged > 18 (under contact us)

- **Immersion Program**
(Accommodation in a host family)
 - ◆ Half board in the week
 - ◆ Full board at the weekend

- **Semi-immersion Program**
(Bed & Breakfast without boarding)

- **Options**
 - Cultural visits
 - TCF preparation
 - Internship
 - Life in the classroom (not possible during French holidays): few hours with French students in high school
 - Airport or Train station transfer

Period: 2 to 12 weeks and +
Level: A1 to C2
Class: 5 to 10 students
Time: all year or summer
Place: Villeneuve/Lot and its region



Company / association internship

- Age 18 and more
- Under level B2: FLE Course before or during company internship (sector of activity to be specified)
- 2 to 12 weeks and more
- Assistance for Visa, Bank, Health ...
- Accommodation not included...
- Option: Transfer

High School Program

- For High School students (contact us for younger students)
- 1 Trimester / 1 Semester / 1 year
- **Starting:** September / January / March
Special dates for Southern Hemisphere
- Villeneuve-sur-Lot and its region
- Stay in a **host family** or in **dormitory** (in the week + host family at the weekend and holidays)
- From level B1
For under B1 French courses included with an extra
- Included an **internship**
- Option
 - Bordeaux / Toulouse / Agen Airport transfer
 - Agen Train Station transfer
 - Cultural visits

The upsides of our programs

- **Support + Tutoring** to our students by IFLS team
- School on a **human scale**, near the city center
- **Efficient educational training**
- **Activities outside school**
- Farewell Evening
- A **welcoming town** of 24,000 inhabitants
- Varied and enriching **cultural visits**
- In the heart of South-West
- An exceptional **tourist region**



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RÉPUBLIQUE FRANÇAISE

La certification qualité a été délivrée au titre de la catégorie d'action suivante :
ACTIONS DE FORMATION

Stay in a host family

- **Age 16 to 99**
- Stay for **2-4 weeks and more** in families selected with care
- Half board or full board
- 2 maximum participants per family of different mother tongues
- Villeneuve/Lot and its region
- **All year round**

FLE Course Contents

10 to 25 hours per week

- **Auditory Stimulation** included
- Oral and written **Comprehension**
- Oral and written **Expression**
- **Language structure**
- Usual vocabulary
- Fieldwork
- Scenarios in situ
- Tutorials, workshop, coaching
- Option: TCF preparation and exam
- **Educational and cultural visits**
- **Conferences and OV movies**
 - ◆ Choice of conferences

Partners to the programs:

- Experiment, Arbeit Un Leben, Linguaviva, D'Tour ...
- Lot of Individuals

GRANDES ECOLES / UNIVERSITIES

Learning a foreign language is not just about its structure and vocabulary. It goes as far as understanding the culture and civilization of a country.

Foreign students who choose to come to France have to learn French quickly to fully participate in the French life. This is essential for future success in their studies.

Since 1998, a partner to École Polytechnique - one of the most prestigious French engineering schools - IFLS has developed specific training for foreign students in the form of immersion or semi-immersion programs.

Immersion Program

With TCF Preparation option

- FLE **Intensive Course** (with specific French)
- **Host family accommodation**
- ◆ Half board in the week
- ◆ Full board at weekend and vacation
- Farewell Evening
- Cultural visits in option

Period: 4 to 12 weeks and +

Level: A1 to C2

Group: 5 to 10 students

Tutorials: 3 to 6 students

Place: Villeneuve-sur-Lot

Course Contents

25 hours per week

General and specific FLE

- **Auditory Stimulation** included
- Oral and written **Comprehension**
- Oral and written **Expression**
- **Language Structure**
- Vocabulary: usual and specific expressions
- Fieldwork
- Scenarios in situ
- Tutorials, workshop, coaching
- **TCF** preparation (at least 3 TCF training tests)
- **Internship** in a company or an association

** Non contractual themes*

- **Movies in original version***
 - ◆ French classic movies
 - ◆ New movies
- **Educational visits***
 - ◆ Enterprises
 - ◆ Nuclear plant
 - ◆ Aviation test center
 - ◆ Villeneuve Town hall
 - ◆ Bastides and castles...
- **Conferences***
 - ◆ The Press
 - ◆ The Bank
 - ◆ The Health system
 - ◆ The Taxation system
 - ◆ The School system...



Ecole Polytechnique students at Golfech nuclear plant

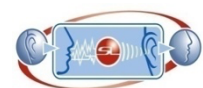
The upsides of our programs

- **Support + Tutoring** to our students by IFLS team
- School on a **human scale**, located near the city center
- **Efficient educational training**
- A town of 24,000 inhabitants
- Varied and enriching **activities outside school**
- **Friendly host families** ready for cultural exchange
- In the heart of South-West

Partners to the programs:

- Ecole Polytechnique
- Ecole Supérieure de Physique et de Chimie de l'Industrie
- Campus France
- Académie des Sciences

Auditory Stimulation



[fla]
QUALITÉ
FRANÇAIS LANGUE TRANSMISE
Label officiel délivré par l'Etat

Qualiopi
processus certifié
RÉPUBLIQUE FRANÇAISE

La certification qualité a été délivrée
au titre de la catégorie d'action suivante :
ACTIONS DE FORMATION

GROUP PROGRAM

Learning a language is also to discover a new culture. Since 1992, IFLS has designed programs for groups of all ages and backgrounds, either in immersion in host families selected with care, or in dormitory or hotel site.

Group Program

Choice of a customized program Classic or thematic*

- Aged > 16/all profiles
- Group > 8 people + Group leaders
- All year round
- One week and more

□ Classical Language Program

- FLE extensive or intensive course
- Educational visits
- Cultural visits

□ Thematic* Language Program

- FLE extensive or intensive course
- Educational visits
- Cultural visits depending of chosen thematic*

* Gastronomy and wine, Fine Arts, Sports, Castles, Bastides, Business...

Customized program – Ask for special requests.

□ Accommodation

- Stay in a host family (see Individual)
- Or **on hotel site** in full board
- Or **in dormitory** in half board (only summer)

□ Options

- **Life in the classroom** (not possible during French holidays): few hours with French students (high school)
- **Exchange with a school** / a class
- Airport or Train station **transfer**
- **Visit** to Bordeaux, Toulouse or Paris

Period: 1 to 12 weeks and +
Level: A1 to C2

Group: 8 to 40 students

Time: all year or summer

Place: Villeneuve/Lot and its region



The upsides of our programs

- **Support + Tutoring** to our students by IFLS team
- School on a **human scale**, near the city center
- **Efficient educational training**
- **Activities outside school**
- Farewell Evening
- A **welcoming town** of 24,000 inhabitants
- Varied and enriching **cultural visits**
- In the heart of South-West
- An exceptional **tourist region**

FLE Course Contents

10 to 25 hours per week

- **Auditory Stimulation** included
- Oral and written **Comprehension**
- Oral and written **Expression**
- **Language structure**
- Usual vocabulary
- Fieldwork
- Scenarios in situ
- Tutorials, workshop, coaching
- **Educational and cultural visits**
- **Conferences and OV movies**
 - ◆ Choice of conferences
- **Classes**
 - ◆ 6 to 12 students per class
 - ◆ Different levels

Life in the classroom

- For students aged **16 to 18** in French schools abroad or in French class
- Group from 5 people
- **Schooling** for 2 to 4 weeks and more in Villeneuve region + **accommodation in a host family** or **dormitory**
- With or without FLE course
- **From September to June**
- Possible exchange with a school /a class
 - True educational support
 - Numerous exchanges before and after with the partner class /school
 - Educational, cultural and touristic visits



High School Exchange: Catlin Gable School (Portland, Or, USA) & Institution Sainte Catherine (Villeneuve/Lot, France)

Partners to the programs:

- ElderHostel, Global Campus, Portland French School, Catlin Gable School, École Franco-Américaine de la Péninsule ...



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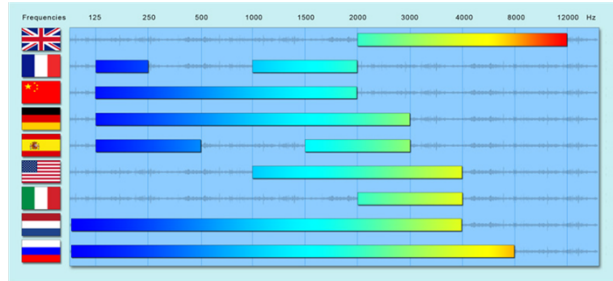
LANGUAGE LEARNING ACCELERATOR

SpeedLingua

“Voice can reproduce what the ear hears perfectly”

If each language is characterized by its rhythm and musicality, it also contains its own dominant frequencies.

Si chaque langue se caractérise par son rythme et sa musicalité, elles contiennent aussi leurs propres fréquences dominantes.



“If the hearing is modified, then the pronunciation is unconsciously and immediately modified”. You will learn languages easier and faster.

In a very short time (ten hours), **listening comprehension** will improve dramatically. **Pronunciation** becomes more fluid. **Articulation** is facilitated. SpeedLingua develops auditory **memory** and allows you to speak with **pleasure, without any hindrance**.

A unique process
A distance process too!
It is **ideal for everyone**, even **language teachers and professionals** who need to master a foreign language.

Thus stimulating your inner ear to the specific frequencies of the language you learn (listening and repetition drills), this unique process will revolutionize your language learning. You will be surprised to discover that most of your problems (understanding, pronunciation, inhibitions...) are in fact related to your inner ear.

- At School or distance learning
- With or without courses
- A1, A2 and B1 levels: we advise you to attend courses

IFLS includes SpeedLingua to almost all their training courses:

© **2 minimum one-hour sessions per week** (days and hours at your convenience)



15 minutes' listening to specific music which contains the frequencies of the selected language
45 minutes' listening and repeating drills (5,000 words and expressions)



- The learner listens to the native speaker and repeats after him. The learner's voice phonemes are analyzed.
- The software program compares the speaker's voice to the model and modulates it according to the correct frequencies.
- The learner's ear instantly opens to the frequencies thus modulated of his own voice.

© **Languages:** English, aviation English, American, Italian, Spanish, German, Dutch, Chinese, French as a Foreign Language, Russian



DISTANCE LEARNING

You cannot come to France to study French,
You are not available at all times,
You want to get prepared before your arrival,
You are interested in some training sessions only,

We can provide distance learning, this not exclusively in French language

Course by webcam

You can not move to our school, we offer customized training as in face-to-face. Save time, save energy, accessible anywhere in the world!

- **Rate:** 10 hours minimum
- **Teacher:** Certified experimented
- **Appointment:** according to the teacher's schedule
- **Form:** one-to-one class by webcam
- **Program:** customized courses (Grammar, Vocabulary, Listening & Reading comprehension, Speaking & Writing)
- **Option:** auditory stimulation

Course by telephone

Complete and structured courses like in the classroom

- To insure true progression, a **schedule** is implemented
- **Mixed** courses by webcam, telephone and emails according to your needs
- Work on the 4 skills
- Auditory stimulation included
- Individual **customized** training

→ For all levels

Language Learning Accelerator

SpeedLingua Web2 Process

Possible SpeedLingua course (a choice among several languages) or as a course support

- **Rate:** 6 months
- **Session rate:** 2 to 3 sessions per week
- **Follow-up and Tutoring** guaranteed
- Accompaniment during first session by Webcam

→ For all levels

ACCOMMODATION IN HOST FAMILY

You want to share an enriching experience with one of our host families,
have cultural exchanges, discover new places, make new friends...

At dinnertime or during one-week stay or more

IFLS will meet your requirements



IFLS welcomes many foreign students of all nationalities. All are eager to learn French. Among them: Chinese, Brazilians, Chileans, Mexicans, Argentinians, Russians, Americans, Vietnamese, Japanese...

Accommodation in a host family is one of our strong points. It is a component of all our immersion programs, with or without course.

We are fortunate to be located in a region where French people are truly welcoming: such is their culture. The South-West of France - and especially Villeneuve-sur-Lot - is a welcoming region. You will not be disappointed. You will make new friends...

A unique experience Rich in sharing and emotion!

- Our host families are selected with care (visits, training and regular follow-up)
 - People are open-minded and willing to communicate
 - They are friendly and heartily welcoming
 - They are of varied profiles (with or without child, all ages and categories...)
 - They are part of our educational team in true partnership
 - They know all about our immersion programs
 - They are used to welcoming the students of our School
- {
- You will participate in their family life
 - Discover the way of life, the customs of French people
 - Understand cultural differences better
 - Improve your French
 - Receive a booklet on the very 1st day: *Vivre dans une famille d'accueil*

For those who choose accommodation in a hotel, or dormitory..., you will live this unique experience in a host family at:

• **Dinners in a family**

- a dinner for 2 to 4 people

• **Weekends in a family**

- From Friday evening to Sunday evening



Conditions in a host family

- 1 individual room
- Open-mindedness, adaptability
- Heartiness and respect of the differences
- You will be welcomed like a member of the family
- 1 to 2 students per family/ different mother tongues
- Half board in the week + full board at the weekend and on bank holidays
- French speaking in the family. You will discover French culture and civilization



A beautiful new friendship

The high quality of the welcoming in our host families is a guarantee of the high quality of our programs. This is the reason why we pay **extreme attention** to the comments of both our guests and hosts.



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ACTIONS DE FORMATION

OTHER TYPES of ACCOMMODATION

You prefer to be on your own
You are with family or friends
We suggest other types of accommodation...
Once at least, have dinner with one of our host families!

Bed & Breakfast

In town center/1km from IFLS

- Single double-bed room
- Double room
- All rooms are with private bathroom with shower and toilets + kitchen (cooker, microwave oven, fridge, tableware)
- 1 common room with kitchen, laundry (washing machine + tumble drier) and small garden
- Comfortable bed
- Friendly welcome

- Room only
- Breakfast in option

One-to-three-star Hotels

In town center or peripheral

- Many one-to-three-star hotels
- Single or double room
 - Room equipment depending on the hotel category
 - Private bathroom and toilets

 - Room only
 - Half board (breakfast + dinner)
- Note: IFLS can make reservation but payment will be directly to the hotel.

Four-star Hotels and luxury hotels

- Outside the city center
Need for a personal vehicle
- Single, double room or suite
 - Room equipment depending on the hotel
 - Private bathroom and toilets

 - Room only
 - Half board (breakfast + dinner)
- Note: IFLS can make reservation but payment will be directly to the hotel.

Campsites

- Outside the city center
Need for a personal vehicle
- Tent and caravan sites
 - Mobile home renting
 - Campsite with trees near the "Voie Verte" (Greenway): cycling, jogging...
 - Swimming pool

 - No boarding
- Note: IFLS can make reservation but payment will be directly to the hotel.

AUTHORIZED EXAMINATION CENTER

The French Institute of Languages and Services (*Institut Français de Langues et de Services*) is an authorized center for examinations in French and English.

PIPPLET FLEX

TOEIC

Accredited by PIPPLET



Accredited by Ets Global Company

- ◆ Addresses **all non-francophone publics** for the evaluation and validation of their knowledge in French in a fast, simple and reliable way
- ◆ Know real oral & written language skills in less than 24 hours
- ◆ Request assessments with 1 click and get the results in your web dashboard
- ◆ They can take the scenario-based test in 30 minutes
- ◆ Each candidate will be provided a certificate and scores according to the 6-level ranking of European standards (from A1 to C2)

Examination: contact us for exam

Registration: without appointment

- ◆ Test Of English for International Communication
- ◆ Test of English most used in the world
- ◆ **Employees, Business managers...**
All vocational trainings are with TOEIC preparation and examination. All our students receive a diploma and a certificate.

Examination: after training completion

Preparation:

- Included in educational training
- At least 2 mock exams



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ACTIONS DE FORMATION

FLE QUALITY CERTIFICATION



IFLS is certificated FLE Quality Certification

French as a Foreign Language Quality Certification

The French State has initiated providing high quality educational certification to some French centers teaching foreign languages in France.

Each year, more than 100,000 people come to France to attend French courses. Nearly 300 centers of the most varied statutes - public, private, voluntary –provide such services. The need for a clear catalog based on validated criteria facilitating the students' choice, was legitimately considered as necessary by individual users as well as by the French diplomatic posts which are in charge of the foreign public users.

This is the reason why the Ministries of National Education, Higher Education and Research (Higher Education Directorate), Foreign Affairs (General Directorate for International Cooperation and Development) and Culture and Communication (General Delegation for the French language and the Languages of France) have given CIEP responsibility for the certification implementation of French language centers on the French territory.

This approach has enabled to identify, recognize and promote the schools in which language provision and related services offer the guarantees required for high quality teaching. Nowadays, language centers in France that teach French to a foreign audience and meet a set of objective criteria may be issued *French as a Foreign Language Quality Certification*.



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ACTIONS DE FORMATION

USEFUL INFORMATION



IFLS is situated **near Villeneuve-sur-Lot town center**, in front of shops and fast food. It is well connected by public transport and a cycling path. Bicycles are available to students to move freely in the city. Free unlimited Wi-Fi. Air conditioned rooms. Kitchen equipped with microwave ovens and refrigerator. Car park + Bicycles...

Villeneuve-sur-Lot is a charming thirteenth century **Bastide** of 24,000 inhabitants. The town has remained very dynamic and is rich with numerous historical remains. The size and density of its city center allow foreign students to easily mix with the population, this with the help of IFLS administration, teaching team and host families. Our international students are fully immersed.

Villeneuve-sur-Lot, Lot-et-Garonne sub-prefecture, has a **central geographical position** in the South-West: it is the starting point for all tourist visits to the **Dordogne**, the **Lot** - a region of **Bastides** - the **Albret** and **Bordeaux vineyards**.



Activities

Theaters of Villeneuve, Agen and Monclar (Les Baladins)
Museums of Gajac and Agen
Museums: foie gras, prunes
Castles, bastides
Libraries, movies, concerts
Traditional markets
Numerous bars and restaurants
Walibi amusement park
Many sport activities: golf, ULM, hiking, horse riding, sailing, rowing, swimming, leisure center...

IFLS

- **Bicycle renting**
- **Library**
- **Administrative assistance**
- **Translation**

[See Websites:](#)

Transport

Train: Paris/Agen TGV, then bus to Villeneuve-sur-Lot
Plane: Orly Sud Paris / Agen
Possible commuting:
Agen/Villeneuve-sur-Lot

Tourism Office
<http://www.tourisme-villeneuvois.fr/>
General Council of Lot-et-Garonne
<http://www.cg47.fr/>
To organize your travel
<http://www.levoyageur.net/>



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ACTIONS DE FORMATION

TO BE SEEN – TO DO



- Hiking trails on foot, by bike, and horse riding
- Several concerts in summer / night club / billiards / bowling
- Numerous small restaurants and bars (piano bar, music evenings)
- First flight
- Aerobatic baptism (20 minutes)
- Rugby match at Agen stadium
- Wildlife parks
- Biological farms
- Walibi amusement park in Agen
- Navigation on the rivers Lot, Baïse and Dordogne
- Tree climbing at Lacapelle-Biron
- Opera choirs and classical music concerts
- Visit of most beautiful French villages: Penne d'Agenais, Pujols, Monflanquin, Villeréal, Monpazier, Sarlat ...
- Prehistoric caves: Lascaux, Rouffignac, St Christophe
- Visit of castles: Bonaguil, Beynac, Castelnaud
- Visit of Bordeaux vineyards (St Emilion, Sauterne...)
- Foie gras museum (visit, cooking demo and lunch); Museum of prunes
- Cooking workshop
- Art studio of the artist SLM (initiation to fine art techniques, visit of an exhibition)
- Visit of a company at your choice (agrifood sector, industry, or other...) on request
- Airbus and/or Cité de l'Espace (Space City) in Toulouse
- Towns of Bordeaux, Toulouse and Paris



La certification qualité a été délivrée
au titre de la catégorie d'action suivante :
ACTIONS DE FORMATION

APPLICATION PROCEDURE

Registration

- Fill out the registration form. Forward it at least 6 weeks before start of your program
- Upon arrival, sign the rules and registration procedures

For Minors

IFLS disclaims all liabilities towards the minors from 16 to 18 years old.

A parental consent, duly filled and signed, as well as a documentary evidence of insurance signed by the parents for the period of the stay, will necessarily have to be returned with the registration form.

The minors from 16 to 18 years old are systematically accommodated in a host family.

Confirmation

Training will be effective after registration form receipt

Homestay: confirm your arrival time at Villeneuve-sur-Lot at least one week before training starts.

Payment

All training costs are due at least two weeks before the first course.

Any training started is due in full. Courses not attended by the trainee will not be caught up, except for reasons internal to IFLS.

Payment may be made by bank transfer or money order directly to the Secretariat / Reception.

Homestay: monthly payment will be effective every 1st day of the month to IFLS Secretariat. IFLS reserves the right to cancel homestay in case of breach of peace, security and respect for people and property, this with no refund or family change. For any other issue and after considering the situation, IFLS may propose the trainee a new homestay within the limits of availability, with no additional cost.

Payment may be made by bank transfer, cash or check in euros directly to the Secretariat / Reception.

Arrival and departure

For immersion programs, the trainee should communicate to IFLS Secretariat the days of arrival and departure at least one week prior. At Agen station, IFLS representative will welcome and assist the students to Villeneuve-sur-Lot (SNCF bus). On arrival at Villeneuve-sur-Lot, IFLS representatives and host families will welcome them. In case of emergency, call 06 76 90 14 29.

Insurance

Each student must take out an insurance contract against illness, loss of money, valuables, theft, training interruption for personal or health reasons, and civil liability. IFLS disclaims any responsibility in case of theft, loss or damage to personal and business assets.

Cancellation due to the trainee

- Between 4 to 2 weeks before arrival, minimum amount of €150 fee will be retained as well as costs incurred by the program (deposit, advances for cultural visits...).
- Less than 2 weeks before arrival, 50% of the total training costs will be due (no amount withheld for homestay).
- Less than 1 week before arrival, 75% of the total training costs will be due (no amount withheld for homestay).
- After training started, all training and accommodation costs will be charged.

IFLS reserves the right to cancel training for any failure to comply with registration procedures one week at the latest before training starts without refund of the amounts previously paid.

If the number of participants is not reached, IFLS may ask for a financial contribution to keep training effective. IFLS reserves the right to cancel training no later than two weeks before it starts.

Interruption and absence due to the trainee

In case of interruption or early departure, training fees will not be refunded and are due in full. Any course, lesson time and internship not attended by the trainee will be entitled to no refund, compensation or postponement.

Behavior

If a trainee is likely to undermine the legitimate operation of training, accommodation or reputation of IFLS, he or she will be immediately excluded without notice or refund.

Image rights

IFLS may have to take pictures or films of their trainees and use them in their information documents (brochures, posters, website...) unless otherwise specified by the trainee at registration time.

IFLS agrees to carefully consider any specific request and find an appropriate response in no case contrary to the current law.

Registration for one of IFLS training courses constitutes acceptance of their terms and conditions for registration and payment as well as their internal regulations.

No courses on bank holidays and Christmas holiday.

Information before your Arrival

Thank you for choosing IFLS (French Institute of Language and Services) for learning French. We are at your disposal to organize your stay to the best.

Please, read the information below. Do not hesitate to contact us with any additional questions.

Address: 1 rue Jeanne d'Arc, 47300 VILLENEUVE-SUR-LOT - France

How to get to Villeneuve-sur-lot

By train:

Arrival at Agen station. Then 35 minute-drive to Villeneuve-sur-Lot by SNCF bus.

Terminal in front of Villeneuve-sur-Lot *Post Office*

By plane:

Bordeaux or Toulouse airports: 1h15 from Agen / 1h45 from Villeneuve-sur-Lot.

Agen Airport, Paris/Agen line: 1h20

By car:

A62 motorway, Exit 7 to Agen or Exit 6 to Damazan

To get to 1 rue Jeanne d'Arc, Villeneuve-sur-Lot, take RN 21, Périgueux/Bergerac direction

You will be welcomed by a person from IFLS or host family holding a signboard

- At Agen station, on the platform
- At Agen Airport, at the arrival gate
- At Villeneuve-sur-Lot, at the bus stop

How to get to ifls

IFLS address is at 1 rue Jeanne d'Arc, in the Campus de Villeneuve

Free car park close to IFLS / Bicycle parking by the School

Elios public bus stop 50 meters from School / free shuttle 200 meters from School

If homestay, your host family will take or guide you to IFLS on first day. Nobody ever got lost!

Courses for example

The Program for example:

Intensive program (25 hours per week) or extensive program (15 hours per week)

From 2 to 6 weeks:

- Morning classes (15 hours per week) or morning + afternoon (25 hours per week)
- Homestay or not
- Depending on the program: educational and cultural visits according to the student's profile + volunteering in an association (or company) of your choice / program presentation on first day
- Preparation for TCF (French Knowledge Test) according to your option: information available on arrival
- Partnership with a local radio (interview and participation in issues ahead!) and a local newspaper

Schedule:

Course from 9 a.m. to 10:30

15 minute-break from 10:30 to 10:45

Course from 10:45 to 12:15

Lunch break or last part of course according to program

Course from 1:30 p.m. to 3 or 2 to 3:30

15 minute-break

Course from 3:15 p.m. to 4:45 or 3:45 to 5:15

Schedule from one week to the next, available on Friday noon.

Being on time is imperative.

On 1st Day:

9 a.m. - Welcome / Program presentation, learning method...

Student booklet and « *Vie en Famille* » ("Life in a Host Family")

10:15 - Test in French (Listening, Grammar, Reading + Interview with a teacher)

12:00 - Lunch Break

2 p.m. - Presentation of Auditory Stimulation Process (SpeedLingua) + phonetic test and first meeting

4 p.m. – Town visit (post office, bank, shops and the Bastide...)

5:30 – Back to School

Entertainment

- Farewell evening at the end of the training program
- Students' birthday parties
- Christmas festivities at IFLS in December
- Cultural visits at weekends depending on demand and number of participants
- Visits organized by the families

Services

Bicycle rental on reservation

- Bike + fluorescent jacket + padlock
- Loan agreement to sign + Deposit refunded at end of stay

Help to open a bank account

- Partnership with Société Générale and BNP

Help to get the Residence Card

- Prepare the file (checkup of documents, stamp duty...)
- Make an appointment at the doctor
- Make an appointment at OFII (French Office for Immigration and Integration)

In case of illness or accident

- IFLS assistance

Administrative Assistance

Local life and Tourism Information

Information on city bus network: Elios bus and free shuttle

Accommodation

Homestay: half board from Monday to Friday, full board on weekends and bank holidays, or else full board.

Host Families

- Host families are carefully selected
- You are welcomed as a family member
- A single room is at your disposal
- The bathroom is shared with the family, or else individual bathroom
- 1 to 2 students with different native languages
- The families are full members of our teaching team

Prices

EXTENSIVE FRENCH AS A FOREIGN LANGUAGE WORKSHOP

Classes: 5 to 10 students

Pace of classes: Monday through Friday, 3 hours per day

Length of programs: 2 to 12 weeks

15 hours per week including Language Learning Accelerator

Workshops:

| | | |
|-----------------|----------------|---------------------|
| 30 hours | 2 weeks..... | 510 € (17 €/h) |
| 60 hours | 4 weeks..... | 960 € (16 €/h) |
| 90 hours | 6 weeks..... | 1 125 € (12,50 €/h) |
| 120 hours | 8 weeks | 1 500 € (12,50 €/h) |
| 150 hours | 10 weeks | 1 875 € (12,50 €/h) |
| 180 hours | 12 weeks..... | 2 250 € (12,50 €/h) |

INTENSIVE FRENCH AS A FOREIGN LANGUAGE WORKSHOP

Classes: 5 to 10 students

Pace of classes: Monday through Friday, 5 hours per day

Length of programs: 2 to 12 weeks

25 hours per week including Language Learning Accelerator

Workshops:

| | | |
|-----------------|----------------|---------------------|
| 50 hours | 2 weeks..... | 850 € (17 €/h) |
| 100 hours | 4 weeks..... | 1 600 € (16 €/h) |
| 150 hours | 6 weeks..... | 1 875 € (12,50 €/h) |
| 200 hours | 8 weeks | 2 500 € (12,50 €/h) |
| 250 hours | 10 weeks | 3 125 € (12,50 €/h) |
| 300 hours | 12 weeks..... | 3 750 € (12,50 €/h) |

INTENSIVE FRENCH AS A FOREIGN LANGUAGE WORKSHOP + TRAINING FOR EXAMINATION

Classes: 5 to 10 students

Pace of classes: Monday through Friday, 5 hours per day

Length of programs: 4 to 12 weeks

25 hours per week including Language Learning Accelerator and practice exam (TCF / DELF / DALF)

Workshops:

| | | |
|-----------------|----------------|---------------------|
| 100 hours | 4 weeks..... | 1 700 € (17 €/h) |
| 150 hours | 6 weeks..... | 2 250 € (15 €/h) |
| 200 hours | 8 weeks | 2 900 € (14,50 €/h) |
| 250 hours | 10 weeks | 3 500 € (14 €/h) |
| 300 hours | 12 weeks..... | 4 200 € (14 €/h) |

FRENCH IMMERSION PROGRAM

Classical program

- Extensive/Intensive French workshop fees + homestay fees

General French workshop + Training for TCF

- Intensive French workshop fees + accommodation fees

General French workshop + Training for TCF + TCF Examination

- Intensive French workshop fees + TCF examination fees + accommodation fees

General and professional French workshop + Training for TCF

- Intensive general and professional French workshop fees + accommodation fees

HIGH SCHOOL PROGRAM with HOMESTAY & INTERNSHIP

In a Private High School

| | Full Board | Half Board |
|----------------------------|------------|------------|
| 3 months (12 weeks) | 4 400 € | 4 230 € |
| 6 months (24 weeks) | 7 400 € | 6 985 € |
| 10 months (40 weeks) | 11 650 € | 10 990 € |

French courses can be included Please check with us / Special Discount for this program

LIFE IN THE CLASSROOM

Year round / 1 to 2 weeks

For Groups or Individuals with their parents

Fee per person **from 400 € to 800 €**

French courses and Homestay can be included **Please check with us**

GROUP PROGRAM

Year round / 1 to 2 weeks

Fee per person **Please check with us €**

FRENCH BUSINESS

Year round / 3 to 5 months training / 2 to 4 classes of 90 to 120 minutes per week

French as a Second Language

Pipplet Exam

Fee per person **Please check with us €**

GROUP CLASS: 5 TO 10 STUDENTS

3 month training / 2 to 3 classes of 90 to 120 minutes per week

- Spring: April, May June
- Autumn: October, November, December
- Winter: January, February, March

French as a Second Language

50 hours 23 € / hour **1 150 €**

60 hours 23 € / hour **1 380 €**

80 hours 23 € / hour **1 840 €**

100 hours* 29,50 € / hour **2 950 €**

(*including 15h one to one)

Including Language Learning Accelerator

INDIVIDUAL AND DUO CLASSES

Minimum once or twice a week / classes of minimum 90 minutes each

All year round.

Number of hours of programs to be set after the language assessment.

Language Learning Accelerator can be included. Please check with us

Individual classes **42 € to 78 € / hour**

Duo classes **35 € to 60 € / hour / person**

LANGUAGE LEARNING ACCELERATOR

Pace of sessions: 2 to 3 times per week

Sessions of 60 minutes minimum

All year round

6 months unlimited..... 690 €

INTERNSHIP only

Year round

Fee per person

2 – 4 weeks 500 €

5 – 17 weeks 750 €

5 – 6 months and +..... 1 000 €

French courses and Homestay can be included **Please check with us**

PIPPLET EXAMINATION

Mandatory tests application fee..... 125 €

Oral comprehension, language structure, reading comprehension

CULTURAL VISITS AND FIELD TRIPS: ELECTIVES DURING IMMERSION PROGRAMS AND INTENSIVE WORKSHOPS

Half-day or full-day from 5 € to 50 € per person

PICK-UP

At Agen train station or Agen airport (one way) 75 €

At Bordeaux or Toulouse airport (one way) 250 €

HOMESTAY

Half board

- Individual room
- 1 or 2 students (of different native tongues) per family
- Boarding :
 - Half-board Monday through Friday : breakfast and dinner
 - Full-board on week-ends and holidays

Fees per person

One week 190 €

Full board

- Individual room
- 1 or 2 students (of different native tongues) per family
- Boarding: breakfast + lunch + dinner

Fees per person

One week 240 €

Prices applicable all the year

Not included airplane ticket, insurance, visa ...

Included our assistance 24h/24h, French VAT

Free language level test prior to a language training or workshop

No additional administration fee

Unlimited and free WIFI for students within the institute

Classes, workshops, Language Learning Accelerator to be paid at least 2 weeks before the first session

One to one to be paid at the end of each class

Duo (2 students), trio (3 students) to be paid at least 2 weeks before the first session

Cultural visits and field trips to be paid upon reservation



Fiche d'Inscription IFLS

IFLS Application Form

Photo

Dates du Programme / Program Dates :

Du / From : _____ / _____ / _____ au / to _____ / _____ / _____

Nom / Name : _____ Prénom / First name : _____

Adresse / Address : _____

Ville / City : _____ Code Postal / Zip Code: _____

Pays / Country : _____ Téléphone / Phone : _____

Nationalité / Nationality : _____ Sexe : Masculin/Male Féminin/Female

Date de Naissance / Date of birth (day/month/year) : _____ / _____ / _____

Situation de Famille / Marital status : _____

Pour les étudiants / For Students

Nom de l'école ou université / Name of school or University : _____

Niveau d'étude / Level of studies:

- Collège / Junior High Lycée / Senior High Autre / Other
 Licence / Bachelor's degree Maitrise / Master's degree _____

Informations

Emploi / Job : _____

Niveau d'étude / Level of studies: _____

Programme et options / Program & options:

Niveau de Langues / Foreign Language Ability

French minimal fair good excellent Années d'étude: _____ years
_____ minimal fair good excellent Années d'étude: _____ years

Programme de langue / French courses Nombre de semaines / How many weeks? _____

| Cours / Courses | Classe / Class | Thématique / | Options |
|--|---|---|--|
| <input type="checkbox"/> Intensif / Intensive | <input type="checkbox"/> Groupe / Group class | <input type="checkbox"/> Français général / General French | <input type="checkbox"/> Préparation TCF ... / Training for TCF ... |
| <input type="checkbox"/> Extensif / Extensive | <input type="checkbox"/> Cours particuliers / Individual class | <input type="checkbox"/> Français général et professionnel / General & Professional French | <input type="checkbox"/> Examen Pippet / Pippet Exam |
| | <input type="checkbox"/> Cours duo / Duo class | | <input type="checkbox"/> Stage / Internship |

Hébergement / Homestay

Sans hébergement / **without Homestay**

Avec hébergement / **with Homestay**

Programme Lycée / High School Program

Lycée / High School

3 mois / **months** Sept - Nov Janv - Mars Avril - Juin

6 mois / **months** Sept - Mars Janv - Juin

9 mois / **months** Sept - Juin

« Spécial Hémisphère Sud / Southern hemisphere »

3 mois / **months** Nov - Fév

To be supplied within this program for a young minor:

- Parental consent
- Insurances
- Medical discharge
- Medical certificate in the capacity in the sport

Option Cours de Français / French Courses in Option

Sans cours de Français / **without French courses**

Avec cours de Français / **with French courses**

Option Stage / Internship in Option

Avec stage dans une association / **with Internship**

Sans stage dans une association / **without Internship**

Rééducation de l'oreille / Language Learning Accelerator

6 months

Stage / Internship

Stage / Internship

2 à 4 semaines / 2 to 4 weeks

5 – 6 mois et + / 5 – 6 month and +

5 à 17 semaines / 5 to 17 weeks

Autre / Other: _____

Sans Cours de Français / **without French Courses**

Hébergement souhaité / **Accommodation wanted**

Oui / Yes

Non / No

Avec Cours de Français / **with French Courses**

Famille d'accueil / **Host family**

Autre / Other: _____

Examen PIPPLET / PIPPLET Exam

Hébergement Séjour en famille / Homestay only

Transfert / Pick-up

Transfert / Pick-up

Agen Train Station

at the station

back to the station

Agen Airport

at the airport

back to the airport

Bordeaux Airport

at the airport

back to the airport

Toulouse Airport

at the airport

back to the airport

Informations pour Hébergement / Informations for Homestay

Séjour en Famille / Homestay : ½ pension (cours + séjour en famille)/ **Half Board** (language program + homestay)
 Pension Complète (séjour en famille sans cours) / **Full Board** (homestay only)

Informations complémentaires / Further Informations

Allergies:

Régime végétarien/**Vegetarian**: oui/**yes** non/**no** Fumeur/**Smoker**: oui/**yes** non/**no**

Acceptez-vous de vivre dans une famille ? / **Would you accept to live with a French Family ? :**

de fumeurs/**smokers** : oui/**yes** non/**no** sans enfant/**without children** : oui/**yes** non/**no**

végétarienne/**vegetarian** : oui/**yes** non/**no** avec des animaux/**with animals** : oui/**yes** non/**no**

Write in French as you can

Décrivez votre famille (noms, âges, situations actuelles...):

Intérêts (sports, cultures, etc ...) :

Voyages effectués :

Avez-vous déjà visité la France et où êtes-vous déjà allé(e) ?

Pourquoi voulez-vous apprendre le Français ?

Quelles sont les 5 questions importantes que vous vous posez au sujet de votre séjour en France ?

-

-

-

-

-

-

Nous vous demandons de joindre à votre dossier une lettre pour votre famille d'accueil dans laquelle vous vous présentez. Vous joindrez une ou deux photos à cette lettre.

Cette lettre est destinée à vous présenter, à remercier la famille de vous accueillir, à montrer l'intérêt que vous lui portez.

Dans la mesure du possible essayer d'écrire cette lettre dans la langue de votre famille d'accueil (toutes les familles ne parlent pas une langue étrangère).

Ne datez pas votre lettre. Notez votre adresse. Si le temps le permet votre famille se fera un plaisir de vous répondre.

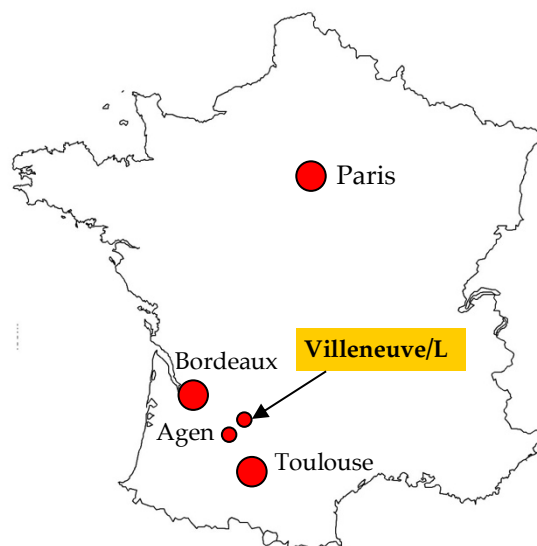
Fiche d'inscription et lettre à retourner à l'IFLS / [Application form and letter have to be returned at:](#)

Institut Français de Langues et de Services
1 rue Jeanne d'Arc
47300 Villeneuve-sur-Lot, France

Ou par courriel / [or by mail](#)

ifls-france@wanadoo.fr

- **Organisme de formation** spécialisé dans les langues (Anglais, Français Langue Etrangère, Espagnol ...)
- des **cours classiques**, des **stages intensifs** (jeunes et adultes), une **initiation** pour les jeunes, des **préparations aux examens** (Bac, BTS, CRPE, TOEIC, TOEFL, TCF ...)
- des **formations professionnelles à thème**
- des **programmes en immersion**
- des programmes spécifiques pour les **grandes écoles** ou universités
- une **rééducation de l'oreille** (8 langues disponibles)
- des cours de **Méthodologie**
- **l'Accueil** en famille (Accueillir - Vivre dans une famille française ou anglaise)



Centre d'examen agréé
par Ets Global et Pipplet

Ils nous font confiance

- École Polytechnique, Réseau « n+i », ESPCI, Campus France, Académie des Sciences, ENAP, IFSI, Collège Anatole France, MFR ...
- Gifi, BMS-UPSA, Capgemini, GL Events, Leclerc ...
- Maître Prunille, Unicoque, SteelCase, Eurocer, groupe ERBSLÖH, la Fraisière Livradaise, ...
- IFTS, SNBA, ...
- Hôpital de Villeneuve-sur-Lot
- SUA rugby
- Société de transport Durou ...
- Société immobilière ABImmobilier ...
- Office du tourisme de Villeneuve-sur-Lot et inter Villeneuvois, Fitour Voyage ...
- Organismes Américains et Japonais
- Organismes de Séjours linguistiques



La certification qualité a été délivrée au titre de la catégorie d'action suivante : ACTIONS DE FORMATION

