



MISSION

INTERUNIVERSITAIRE DE COORDINATION DES ECHANGES FRANCO-AMERICAINS

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MICEFA Fact Sheet 2020-2021

Name	MICEFA (<i>Mission interuniversitaire de coordination des échanges franco-américains</i>)
French University Members	• Université de Paris 1 – Panthéon Sorbonne • Université de Paris 3 – Sorbonne Nouvelle • Sorbonne Université (Lettres & Sciences) (<i>Formerly Paris 4 and Paris 6</i>) • Université de Paris 7 – Diderot (Paris Diderot) • Université de Paris 8 – Vincennes – Saint Denis • Université de Paris Nanterre (Paris 10) • Université de Paris Sud – Orsay (Paris 11) • Université de Paris Est Créteil (UPEC) • Université Paris Est Marne la Vallée (UPEM) • Université de Paris Nord – Villetaneuse (Paris 13) • Université de Versailles Saint Quentin-en-Yvelines (UVSQ) • Université de Evry Val d'Essonne (Evry) • Université de Cergy Pontoise (UCP) / Sciences Po Saint-Germain-en-Laye • Institut Catholique de Paris (ICP) • Institut Supérieur d'Electronique de Paris (ISEP) • Ecole Normale Supérieure Paris-Saclay (ENS)
Website	www.micefa.org
Staff	• Jean Fournier- Academic Director: academicdirector@micefa.org • Katia Nossenko-Hercberg - Professor/Teaching Coordinator: coordinatricepedagogique@micefa.org • Nancy Merritt – Medical Exchange Director: nmerritt@micefa.org • Rebecca Procak – Student Affairs Coordinator (incoming exchange coordinator): studentaffairs@micefa.org • Annika Godefroy– Program Coordinator (outgoing exchange coordinator, faculty-led programs, summer programs, special programs, exchange agreements): programcoordinator@micefa.org • Véronique Phi – Program Assistant : adminassistant@micefa.org
Address	MICEFA 44 rue Boissonnade 75014 Paris France
Phone numbers	Phone:+33 (0) 1 40 51 76 96 Emergency Phone : +33 (0) 6 70 50 87 05
Email	info@micefa.org
Exchange/Study Abroad Period	Fall (August – December/January) Spring (January – May/June) Academic Year (August – May/June)

Academic calendars for Universities of Paris	(French University Calendars)		
Deadlines	Fall + Academic Year	May 1 st , 2020	
	Spring	November 1 st , 2020	
Important Dates	Fall 2019	Arrival Date:	August 23 rd , 2020
		Intensive Session:	August 24 th – Sept 11 th , 2020
		Orientation:	August 24 th , 2020
		Temporary Housing:	August 23 rd – September 2 nd 2020
		Official End of Program:	January 13 th , 2021
	Spring 2020	Arrival Date:	January 3 rd , 2021
		Intensive Session:	January 4 th – 22 nd , 2021
		Orientation:	January 4 th , 2021
		Temporary Housing:	January 3 rd – 13 th 2021
		Official End of Program:	May 31 st , 2021
Orientation & Language Program	MICEFA requires all incoming student to participate in a 3-week orientation, which includes a 3-credit intensive French language course, cultural adaptation, cultural activities, academic advising and campus visits.		
Admission requirements	1. Have approval from home university 2. Have 2.5 GPA 3. Have the necessary language requirements (see below: Language Requirements) 4. Have a letter of recommendation from a French professor		
Language requirements	Some proficiency in French is encouraged but not required. Beginners should plan to come for the Fall semester. Levels vary by French University: • Advanced Levels: Paris 1 (Panthéon Sorbonne), Sorbonne Université, Evry, ISEP, ENS • Intermediate to Advanced Level: Paris 3 (Sorbonne Nouvelle), Paris 11 (Sud Orsay), Paris 13 (Nord), Versailles (UVSQ), Cergy Pontoise, Marne la Vallée (UPEM), Institut Catholique (ICP) • Beginning to Advanced Level: Paris 7 (Diderot), Paris 8 (Saint Denis), Paris 10 (Nanterre), Paris 12 (UPEC), Sciences Politiques Saint Germain-en-Laye All incoming students will take a placement test and have a Skype interview in French before arrival to evaluate language level.		
Nomination Requirements	Please send email to studentaffairs@micefa.org or info@micefa.org with the following information: Full Name, Email Address, Education Level During Exchange, Exchange Period (S1, S2 or S1+S2), Major and Minor		
Application Instructions	http://micefa.org/north-american-students/paris-exchange-program-application/ (North American Exchange Application)		

Application Submission	Applications and supporting documents can be scanned and emailed directly to studentaffairs@micefa.org or info@micefa.org from the international/study abroad office at the partner institution. If sent directly from student, hard copies must be mailed.
Visa	All students are required to obtain the visa (visa de longue durée) before leaving North America. American Students: All American students planning to study in France will be required to register with <i>CampusFrance</i>, an organization housed in the French Embassy in Washington D.C. This will begin the student visa application process. Then students will need to apply in person for the visa at the nearest French Consulate. Please visit the <i>CampusFrance</i> website http://www.usa.campusfrance.org Canadian Students: All Canadian students planning to study in France will be required to register with <i>France-Visas</i>. Students will need to apply in person for the visa at the nearest French Consulate. Please visit: https://france-visas.gouv.fr/
Cost of Living	http://micefa.org/north-american-students/paris-exchange-detailed-budget/ (Welcome Packet)
Accommodation	Students are offered affordable temporary housing upon arrival in France, which allows them to get a sense of Paris before jumping into a permanent living arrangement. MICEFA assists students in finding permanent housing using an extensive database with former student accommodations: <i>chambre de bonne</i>, studio apartments, apartment shares, au pair positions and host families. A limited amount of student residences are also available and on a first-come first-serve basis.
Student Restaurant	Each student will have a host campus student card which will allow them to get affordable meals at any CROUS dining hall.
Health Insurance	All students must proof of international emergency health and repatriation coverage for the entirety of their time abroad. Students can enroll in the French student social security plan (Sécurité Sociale) upon registration at their host university. This insurance reimburses part of any medical expenses incurred and acts as a top-up insurance to the students home university health insurance plan.
Health facilities	MICEFA is working with an extensive number of medical centers and clinics in and around Paris. See Welcome Packet for complete list.
Emergency number	During normal business hours (Monday–Friday, 9:30am-5:30pm EST) : +33 1 40 51 76 96 Outside normal business hours: +33 6 70 50 87 05
Language of instruction	French (some Universities offer courses in English)
Areas of study open to study abroad/ exchange students	With 16 University Members, MICEFA students in Paris have access to courses in over 60 undergraduate degree programs. See complete list : (Undergraduate Course Catalog)
Websites for course information & MICEFA courses	MICEFA offers a large number of courses in French language and civilization throughout the year. To see a list of MICEFA's offerings: (MICEFA Courses & Help with Studying) Courses offered at the Universities of Paris can be found by clicking on the specific undergraduate program: (Undergraduate Course Catalog)

Credit and grading system used	Students are required to enroll as full time students each semester (at least 12 credits per semester, typically four classes per semester). This means that students will have at least 12 hours of faculty instructions per week, usually spread over a semester of twelve to fifteen weeks. MICEFA Professors and French Universities report grades to MICEFA using a 1-20 scale. Students must receive at least 8 out of 20 (roughly equivalent to a 2.0 on a 4.0 scale) to pass a course. MICEFA converts grades using international standards determined by the Franco-American Commission for Educational Exchange and report the student's grades to the home institution using an A-F scale. See the conversion scale (Transcripts and Course Reporting)
Language courses available	Arabic, Chinese, Dutch, English, French, German, Greek, Hebrew, Italian, Japanese, Korean, Polish, Portuguese, Russian, Sanskrit, Serbo-Croatian, Spanish, and Vietnamese.
Transcript	Transcripts are sent automatically to the home university at the end of each semester and at no cost to the student. It can take up to 4 months from the end of the semester for the home university to receive their students' transcripts.
Internship opportunities	One student per year is chosen to do an internship with MICEFA while in France. The student must acquire a work contract (convention de stage) from their home university (organized by the MICEFA), which must be signed by the student, host campus advisor and employer. The internship will be elaborated around the student's field of study.