

Etablissement privé d'enseignement supérieur

Learn French in Paris



E.L.F.E

Ecole de Langue Française
pour Etrangers

OUR ACCREDITATIONS

“Quality Award for French as a Foreign Language”



In 2008, E.L.F.E was awarded the “Quality Award for French as a Foreign Language” by the French government. This prestigious accreditation recognises excellence

in management, administration, welfare and teaching practice.

IALC



E.L.F.E is also accredited by IALC (International Association of Language Centres),

which brings together over 100 international language schools which share the unifying principle: “Learn a language where it is spoken”.

SOUFFLE



E.L.F.E is accredited by SOUFFLE, a French professional organization set up in 1920 that brings together 20 language

centres specialising in teaching French as a foreign language. All SOUFFLE member schools received the “Quality Award for French as a Foreign Language” in 2008 and have gained a worldwide reputation for the high quality of their services.

Bildungsurlaub

bildungsurlaub.de

E.L.F.E is an accredited “Bildungsurlaub” centre by the majority of German “Länders” for 30 hours of lessons (equivalent to 40 lessons of 45 minutes).

Campus France



We are a member of Campus France which aims to promote French higher education programmes to international students.

Learn French in an exceptional setting in the center of Paris...

Since its formation in 1984, E.L.F.E has specialised in teaching French to adults in small groups of no more than 6 students. E.L.F.E occupies a charming 19th century mansion house at the heart of the Villa Ballu, with calm and leafy surroundings, just 15 minutes on foot from L’Opéra Garnier and 10 minutes from Montmartre.

We are committed to providing personalised teaching of the highest quality and to helping our students discover the real appeal of French culture through our varied cultural programme.

We are proud to teach French, and only French. We look forward to sharing our passion and a unique experience in Paris with you very soon!

Anne Serrat
Managing Director

E.L.F.E is registered as a private institution of higher education with a department of continuing education recognised by the French Ministry of Labour.



...Discover the appeal of French culture thanks to our creative and dynamic teaching team

A unique school...

- Highly experienced teachers
- Groups of adults with a maximum of 6 students
- All levels: from complete beginners to advanced
- Weekly start dates: every Monday all year round
- Lessons are 60 minutes long
- Accommodation suited to every budget (host families, hotels or apartments)
- Administrative team readily available to answer all queries
- A friendly, family atmosphere

...with a worldwide reputation

- Private individuals of all ages and backgrounds, who are passionate about French culture
- Prestigious corporate clients from international companies and organisations:

Air France ■ BMW ■ Citadines ■ Colgate-Palmolive ■ Department of Foreign Affairs (Dublin) ■ EDF Allemagne (Energie Baden-Württemberg) ■ Finnair ■ Institut National de Recherche Agronomique (INRA) ■ KLM ■ L'Oréal ■ Ministère des Affaires Etrangères (Paris, Suède) ■ Le Moulin Rouge ■ Nestlé ■ Radio France ■ Parfums Coty ■ Peugeot Citroën ■

Students have at their disposal:

- light, calm and spacious classrooms on two floors
- a cafeteria with an adjoining terrace
- a study room where they can work between lessons using the latest educational materials available (books, cassettes and CD-ROMs)
- a video room where they can view a wide selection of French films
- free internet access and WI-FI connection accessible in all classrooms





A personalised approach

Before you arrive in Paris, our administrative team is available, by phone, fax or e-mail to advise you on the best choice of programme and accommodation. During your stay, our Director of Studies will closely monitor your progress.

A highly professional team in a friendly setting

Our Director of Studies leads a team of native French teachers, all of whom have postgraduate qualifications in teaching French as a foreign language. They are trained in the latest teaching techniques and have many years' experience of teaching French to adults.

Our administrative team is on hand to help you choose the programme best suited to your needs before you arrive at the school and follows your progress throughout your stay.

A tried-and-tested teaching methodology

To help you make rapid progress, our teachers use the latest **communicative and interactive methods** characterised by a variety of activities and teaching resources (manuals, authentic materials).

Two different teachers work alternately with each "mini-group". This allows students to benefit from different personalities and teaching styles.

A well-organised stay

- On the first day, new students are invited to arrive at 9am for an **oral test** (a written test will have been sent to each student before they start their course) in order to place them in the most suitable mini-group for their level.
- Every Monday, students are given their own **personalised timetable** which indicates the timings for their mini-group and individual lessons, and gives details of the week's cultural programme.
- Our administrative team is also available for students:
 - to enrol on additional lessons and cultural activities
 - for advice on life in Paris (bookings, transport information, cultural activities outside the school, administrative formalities, etc.)
 - for information on examination enrolment formalities (e.g. DELF, DALF, etc.) or information on how to take the TCF ("Test de Connaissance du Français")
- At the end of their course, students are issued with a **certificate** indicating the level they have attained.
- A **course evaluation form** enables students to give their feedback on the school, the cultural activities and their accommodation.

“ I liked the fact that mini-group classes are taught by two different teachers. It was my first time being taught under this system and I found it very interesting. I also liked the passion of our teachers and their willingness to help us. ”

Audrey, USA



A programme suited to every needs...

Asako, 25, Japanese, future MBA student

- Level in French: lower intermediate (B1)
- Reason to study French: to achieve B2 level (upper intermediate) to enter a business school in Paris
- Programme chosen:

DELF/DALF

(15 hours of mini-group tuition in general French + 10 hours of private tuition in exam preparation).
- Results: she successfully passed her DELF B2 exam and is now studying for her MBA.

Asako's typical day at E.L.F.E

- 9am-10.45am:** mini-group class (general French)
- 10.45am-11am:** coffee break
- 11am-12.15pm:** mini-group class (general French)
- 12.15pm-1.15pm:** lunch
- 1.15pm-3.15pm:** specialised private lessons (exam preparation)

Markus, 40, Swiss, Sales Executive

- Level in French: upper elementary (A2)
- Reason to study French: to be able to work with French colleagues
- Programme chosen:

Combi 5 Intercultural

(15 hours of mini-group tuition in general French + 5 hours of private tuition in general French + 2 cross-cultural workshops)
- Results: his speaking and writing skills have improved dramatically. He now feels more confident writing e-mails or having a telephone conversation in French.

Markus's typical day at E.L.F.E

- 9am-10.45am:** mini-group class (general French)
- 10.45am-11am:** coffee break
- 11am-12.15pm:** mini-group class (general French)
- 12.15pm-1.15pm:** lunch
- 1.15pm-3.45pm:** from Monday to Thursday: private lessons and/cultural workshop(s)

...and levels

C2	Upper Advanced: excellent command of the language, permitting structured and coherent expression in all situations.
C1	Advanced: good command of the language, permitting well-structured expression in social and professional situations.
B2	Upper Intermediate: general command of the language in everyday life.
B1	Intermediate: efficient but limited command of the language in a communication situation.

A2	Upper Elementary: understanding and production of simple phrases in context.
A1	Elementary: formulating and understanding of simple phrases.
	Beginner: no knowledge of French.

All 6 levels, from elementary to advanced, conform to the levels as defined by the European Council.



General French programmes

Group lessons are given in small groups with a maximum of 6 students. Our standard 15-hour programme corresponds to 20 lessons of 45 minutes. General French can also be taught in the form of individual tuition (see « Private lessons » on page 10).

Mini-group courses

The following 3 programmes are aimed at those who wish to make rapid progress in everyday French by providing practice in the 4 skills of listening, speaking, reading and writing, with a special emphasis on conversation.

Semi-intensive General French Course

MG 15

- 15 hours of lessons per week (3 hours in the morning)
- 1 week or more
- Groups of 3-6 students
- All levels
- Start every Monday*

* Except beginners: 1st Monday of each month

Intensive General French Course

MG 30

- 30 hours of lessons per week (3 hours in the morning + 3 hours in the afternoon)*
- 1 week or more
- Groups of 3-6 students
- All levels, *except beginners*
- Start every Monday*

* If it is not possible to create a group with at least 3 students of the same level in the afternoon, we will convert the 15 hours of mini-group classes into:
- 6 hours of individual tuition (1 person) or
- 10 hours of semi-private lessons (2 people).

General French Course for 18-25 Year Olds

NEW!

MG 15 Summer

- 15 hours of lessons per week (3 hours in the morning)
- 2 weeks or more
- Groups of 4-8 students
- Upper elementary/lower intermediate (A2/B1)
- Start every Monday in July, August and September

“ *The lessons were excellent! It is very good to allow students to hear different ways of speaking and different dynamics of both teachers. The course exceeded my expectations and I hope to come back again!* ”

Anastasia, Russia



Combined courses

Our combined courses combine the best of both worlds: group lessons to focus on general communication skills (see « MG15 » on page 6) and private lessons for extra practice or to focus on a certain area of interest.

Combined General French Course

Combi 5
Combi 10

These 2 mixed programmes enable you to make use of the diversity of communication in a group and to focus on your own needs in one-to-one lessons.

- **Combi 5:** 20 hours per week with 15 hours in mini-groups in the morning + 5 hours of private tuition in the afternoon
- **Combi 10:** 25 hours per week with 15 hours in mini-groups in the morning + 10 hours of private tuition in the afternoon
- 1 week or more
- Groups of 3-6 students
- All levels
- Start every Monday

Combined General French and Civilisation Course

Combi CIV

This programme is based on our Semi-Intensive General French Course (MG 15). In addition to the 15 hours of general French tuition, students can gain an insight into the French culture and history during an afternoon excursion in Paris.

- 19 hours per week: 15 hours in mini-groups in the morning + 4 hours of civilisation/excursion (1 afternoon)
- 1 week or more
- Groups of 3-6 students
- All levels, *except beginners and elementary*
- Start every Monday

Cross-cultural programmes

These 2 programmes are specifically designed for adults and professionals who live and work in a French environment and need to have a better understanding of cultural differences.

General French Course and Cross-Cultural Workshops

NEW!

MG 15
Intercultural

- 15 hours per week in mini-groups + 1, 2, 3 or 4 3-hour workshop(s) in the afternoon
- 1 week or more
- Groups of 3-6 students
- From lower intermediate (B1)
- Start every Monday

Combined General French Course and Cross-Cultural Workshops

NEW!

Combi 5
Intercultural

- 15 hours per week in mini-groups + 5 hours of private tuition + 1 or 2 3-hour workshop(s) in the afternoon
- 1 week or more
- Groups of 3-6 students
- From lower intermediate (B1)
- Start every Monday

Workshop Topics

Stereotypes - Living in France - French companies - Working with the French

On request, other topics can be offered.



Business and specialised French programmes

These programmes are specially designed for professionals who need to communicate effectively in their work. They are tailored to their individual needs by focusing on a specific area related to their job and sector of activity. Specialised French can also be offered on a 1:1 basis (see « Private lessons » on page 10).

Professional fields most taught

- Business French
- Legal French
- Medical French
- French for tourism
- French for diplomacy
- French for banking and insurance

If your sector of activity is not mentioned above, this is not an indication that we cannot handle your needs. Do not hesitate to get in touch with us.

At the end of your course, you can prepare for a professional-related exam offered by the Paris Chamber of Commerce.

Combined Business French Course

MG Exec

This 1-week course is designed to help professionals develop the communication skills they need to conduct daily business tasks with complete confidence, and to develop the vocabulary related to the business world: economic and banking environments of a firm, sales, marketing, finance, etc.

- 25 hours with 21 hours in mini-groups in the morning and 3 afternoons + 4 hours of private tuition during 2 afternoons.
Students can also enrol on additional cultural activities and cross-cultural workshops (see “Cultural options” and “Cross-cultural programmes” on pages 7 and 13).
- 1 week
- Groups of 3-6 students
- From lower intermediate (B1)
- Start on the 3rd Monday of the month (see our price list for exact starting dates)

Combined General French and Specialised French Course

Combi Exec 5 Combi Exec 10

These mixed programmes enable students to develop their proficiency in general French during group lessons and to focus on a specific area related to their job during individual lessons.

- Combi Exec 5: 20 hours per week with 15 hours in mini-groups in the morning + 5 hours of private tuition during 2 afternoons
- Combi Exec 10: 25 hours per week with 15 hours in mini-groups in the morning + 10 hours of private tuition in the afternoon
- 1 week or more
- Groups of 3-6 students
- All levels, *except beginners*
- Start every Monday

“ *I had a great experience, and I feel that I made good progress on my French. It is not easy to plan a lesson when the students are here for a short time, but all my teachers put a lot of thought into every class and made each one a valuable experience.*
Très impressionnant ! Merci, merci !!! ”

Richard, USA



Exam preparation programmes

A-Level Revision Course

A-LEVEL

Abitur Revision Course

ABITUR

These 1-week exam revision courses are ideal for students who need to improve their overall language ability, in addition to training for specific examination tasks.

- 15 hours in mini-groups in the morning
 - 1 week
 - Groups of 3-6 students
 - From lower intermediate (B1)
 - Start every Monday during school holidays
- 20 hours in mini-groups in the morning + 2 afternoons
 - 1 week
 - Groups of 3-6 students
 - From lower intermediate (B1)
 - Start every Monday during school holidays

DELFL/DALF/TCF Exam Preparation Courses

DELFL / DALF / TCF

Students currently preparing for a French exam will benefit from this revision course programme aimed at improving their core language abilities, while concentrating on aspects essential to the exam.

- 25 hours per week: 15 hours in mini-groups in the morning + 10 hours of private lessons in the afternoon
- 1 week or more
- Groups of 3-6 students
- All levels, *except beginners*
- Start every Monday

E.L.F.E is an **official examination centre for the TCF** and offers 3 sessions every year (January, February and March).

* Further details on the DELFL, DALF and TCF exams can be found on the CIEP website <http://www.ciep.fr/>



Teacher refresher courses

These courses are specifically aimed at experienced and trainee foreign teachers of French who are looking to brush up their language skills, to refresh their teaching methodology and to learn more about modern French life and culture.

- From upper intermediate to advanced (B2/C1)

Summer Course for Teachers

PERF 1

- 30 hours in mini-groups: 3 hours in the morning + 3 hours in the afternoon
- 1 week
- Groups of 3-6 students
- One of the first 2 weeks in July and August

All-Year-Round Course for Teachers

PERF 2

- 1st week: 15 hours of general French in mini-groups
- 2nd week: 6 hours of class observation + 6 hours of private lessons focused on teaching methodologies and techniques
- 2 weeks
- 1 student
- Start every Monday



Private lessons

A programme of private lessons is entirely flexible to suit your specific needs, learning pace and availability. They can be taken separately or as a supplement to a group course to focus on specific objectives.

Training locations

- at E.L.F.E
- at home*
- on site*

* Special conditions apply: please ask us for more details.

Choice of weekly packages of private tuition	CP 2h	CP 10h	CP 15h
	CP 20h	CP 25h	CP 30h

Individual lessons can be arranged all year round during the week from 8.30am to 8pm (except on Sundays and bank holidays) to fit your timetable. You can focus on improving your general language skills or concentrate on an area of weakness or special interest: preparing a last-minute presentation, developing the vocabulary related to your job, etc.

Semi-Private Lessons (2 students)	CP duo
Semi-Private Lessons (3 students)	CP trio

These lessons are aimed at 2 or 3 students with similar language ability who would like to benefit from individual attention within a dynamic environment.

- Modules of 2 hours minimum
- 2 students (duo) / 3 students (trio)
- All levels (the students must have the same level in French)

Intensive Saturday	WE
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This 1-day immersion course is specially designed for busy people with limited time who need to refresh their French skills rapidly or to prepare a last-minute presentation.

- 7 hours of individual lessons + 1 lunch with a teacher
- 1 day (any Saturday all year round, except bank holidays)
- All levels

Lunch with a Teacher	DEJ
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In the form of one-to-one tuition, you lunch with a teacher in a typically Parisian restaurant and continue improving your speaking skills.

- 1 hour
- 1 lunch (every day all year round, except Sundays and bank holidays)
- All levels, except beginners

Excursion with a Teacher	EIP
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A teacher, who is also a professional tourist guide, takes you on a 2-hour walking discovery tour of “unknown” places in Paris.

- 2 hours
- 1 excursion (every day all year round, except Sundays and bank holidays)
- All levels, except beginners and lower elementary (A1)



Telephone French lessons

Speaking in a foreign language on the telephone remains a difficult task whatever your level. That is why we have designed this course to help you overcome this difficulty. The course is entirely flexible and tailored to your specific needs. It is also ideal for students with a busy and fluctuating timetable who cannot attend face-to-face lessons and for students who wish to consolidate their linguistic skills acquired during their last immersion course at E.L.F.E.

Telephone French Lessons **NEW!** CP TEL

Our telephone French lessons can be arranged **Monday to Friday all year round**. Students will be able to focus primarily on their speaking skills in general French or specialised French.

- Package of 10 hours (payable in advance and renewable)
- 12 weeks maximum
- From upper elementary (A2)

Customised group training

We can design special courses for any group of people who have a common reason for studying French, similar needs and level of knowledge. These courses take into account the student's mother tongue, background, age and interests.

We have extensive experience in this field ranging from groups of American university students and spouses of expatriates to performing arts professionals.

Please contact us if you have special training programmes you would like to discuss with us.



Training locations

- at E.L.F.E
- at home*
- on site*

* Special conditions apply; please ask us for more details.

- Duration, intensity and dates by prior arrangement
- All levels (participants must have the same level in French)



Cultural activities

At E.L.F.E we believe that there is much more to language learning than just learning French in a classroom. We therefore offer a wide range of cultural activities to give you further opportunities to practice your French, while discovering Paris and the French way of life.

Free workshops

- 3 hours
- 1 workshop during 1 afternoon per week*

*Please note that a minimum of 3 students will be required for these options.

Cinema Workshops

NEW!

Students will watch and discuss film extracts which have left their mark on French cinema (e.g. *Amélie Poulain*, *Les Choristes*). A great way to improve their listening and speaking skills!

- From 3 students
- From upper elementary (A2)



Theatre Workshops

NEW!

Students will be introduced to classical and modern French plays (e.g. *Le Malade Imaginaire* by Molière, *Cyrano de Bergerac* by Edmond Rostand or *Art* by Yasmina Reza). Drilling exercises and role playing will enable them to work on their pronunciation and intonation.

- From 3 students
- From upper elementary (A2)

Quizzes

NEW!

Students will find out more about well-known districts of Paris (e.g. Montmartre, Le Marais) by answering questions. A different way to discover the city!

- From 3 students
- All levels



Cultural options

Civilisation and Excursion

CIV EXC

The civilisation course examines French culture and contemporary life (painting, sculpture and the history of Paris) as a prelude to an excursion with a professional guide. The principal areas visited are: Montmartre, l'Opéra Garnier, le Marais, les Passages, Saint-Germain des Prés, l'Île de la Cité and the Latin Quarter.



- 4 hours: 2 hours of civilisation at the school + 2 hours of excursion (students have the option not to attend the civilisation part)
- Minimum 3 students
- From upper elementary (A2)

Cooking

Ritz Cuis

At the famous Ritz Escoffier School of French gastronomy and L'Atelier des Chefs, a professional chef teaches you how to prepare typical French dishes. A mouth-watering way to practice your French in an informal setting!



- 1 hour at lunch time (Ritz), 1 hour or 2 hours in the evening (L'Atelier des Chefs)
- 1 student
- All levels

Wine Tasting

Vin

In a wine bar, a French sommelier light-heartedly introduces you to oenology: how to inspect, smell and taste the different flavours and "appellations" of wine. Take the opportunity to improve your French skills, while discovering one of the most beautiful wine regions in France!



- 2 hours in the evening
- Minimum 6 students
- From upper elementary (A2)

Cross-Cultural Workshops

NEW!

Intercult

These workshops in mini-groups, which take into account each student's nationality, delve into cultural differences and similarities in both daily and professional life, helping to ease you into "la vie française"! Teachers make use of a wide range of interactive materials (cinema, theatre, radio).

- 3 hours in the afternoon
 - Groups of 3-6 students
 - From lower intermediate (B1)
 - Topics : Stereotypes - Living in France - French companies - Working in France
- 1 topic or more can be offered each week

“ My stay at E.L.F.E was a wonderful experience! My teachers put a lot of effort into planning their lessons. My French has improved a lot and thanks to L'Atelier des Chefs, I have gained a wider knowledge of French gastronomy! ”

Andrea, Germany



High quality accommodation options

At E.L.F.E, we understand that your accommodation is an integral part of your French experience. That is why we have carefully selected a wide range of accommodation options to meet your needs, wishes and budget: from host families, Apart'Hotels to furnished flats and hotels.

Host families

Living in homestay accommodation will provide you with the best opportunity to experience French family life and to practice your French after class.

All our host families are carefully selected by our Accommodation Officer for the quality of their home and their hospitality.

Students have an individual room within apartments located in residential areas of central Paris and adjacent suburbs. These apartments are within easy reach of the school, either by public transport or by foot.

Should two students stay with the same host family, we try hard to ensure that these students are of different nationalities.

The room is ready from the **Sunday** before the course begins until the **Saturday** after the end of the course (6 nights). Additional nights during low season can be requested for a supplement.

We can offer two "standard" accommodation types:

Room + breakfast	BB
Room + half-board (breakfast and dinner)	DP

and two "executive" family accommodation with private bath or shower room:

Room + breakfast	BB EXEC
Room + half-board (breakfast and dinner)	DP EXEC

Apart'Hotels

For students who need to have their own space, we have chosen Citadines and Adagio which offer fully-equipped studio flats or apartments with basic hotel services: 24-hour reception, mail delivery, weekly cleaning, change of linen and towels, etc.

These apartments for 1 to 4 people are equipped with a bathroom, a fitted kitchen, a TV, a telephone line, a hi-fi music system and Internet connection.

Students can stay as long as they want: from 1 night to several months.

For more information on this type of accommodation do not hesitate to get in touch with us.

Furnished studio flats and apartments

For complete independence, why not stay in a furnished and well-equipped studio flat and apartment?

This type of accommodation is better value than Apart'Hotels or hotels if you are studying with us for more than 1 month.

Whatever your requirements, please let us know and our Accommodation Officer will do her best to find something suitable.

Hotels

Students who prefer to stay in hotels can benefit from very favourable rates which we have negotiated within the city. We work with well-appointed and comfortable 3- and 4-star hotels, which are within short walking distance from the school.

A full description of our partner hotels and Apart'Hotels with prices is available on our website at: www.elfe-paris.com



How to get to E.L.F.E

- Charles de Gaulle Airport - E.L.F.E:
55 minutes by RER and metro
- Gare de Lyon - E.L.F.E: around 20 minutes by metro
- Gare du Nord - E.L.F.E: around 10 minutes by metro
- Gare de l'Est - E.L.F.E: around 15 minutes by metro

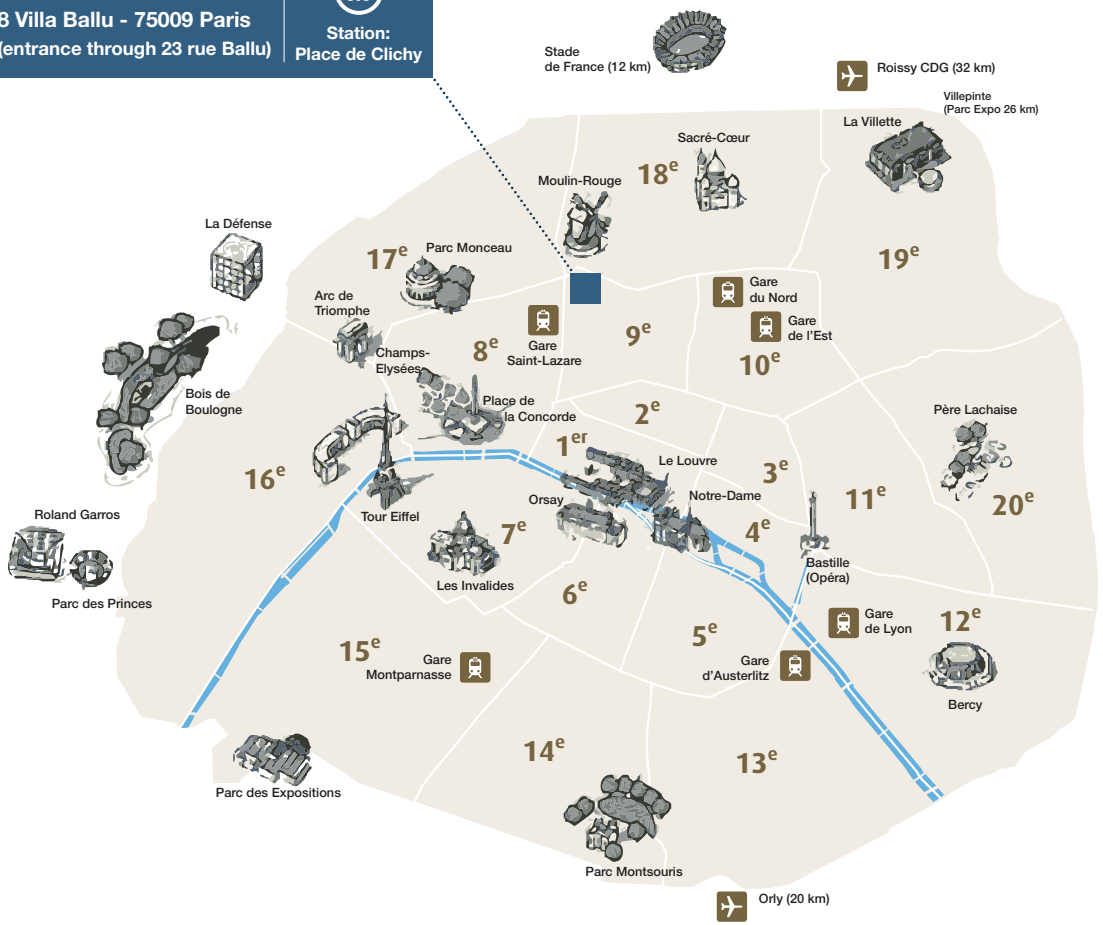
Taxi transfer	One way	AIRP 1
	Two ways	AIRP 2

We are happy to help you with your travel arrangements from your point of arrival (airport, train station) by arranging a private taxi meeting service.

Most international flights arrive at Charles de Gaulle Airport and trains from European countries at Gare du Nord.

E.L.F.E
8 Villa Ballu - 75009 Paris
(entrance through 23 rue Ballu)

Station:
Place de Clichy



13 2
Station: Place de Clichy

68 81 80 54 30
74 95

Airport Train station



E.L.F.E

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