

INTERNATIONAL SUMMER CAMP PARIS



AGENT INFORMATION GUIDE

How to successfully prepare the stay

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C.E.I / Centre d'Échanges Internationaux

1 Place d'Ainay 69002 Lyon

Tel. +33 4 81 49 09 50

Email : france@cei4vents.com

I – THE PROGRAM

Location – the site / Facilities

Ideally set in the heart of Paris, our residential program takes place in an exceptional and safe environment at FIAP residence, an international accommodation center for young, situated in the 14th district with easy access by metro (line 4 & 6) to the main cultural sites and monuments.

Students will be accommodated in multiple rooms, with private showers and toilets. Bed-linen, towels and hair-dryer are provided. Full board is provided. Daily cleaning.

Facilities

Free internet access
Controlled access for safety
Terrace

Meals

Full board is provided. There's a cafeteria with balanced and diversified meals served each day.
Breakfast –packed lunch – and dinner.

Laundry

Laundry facilities in the residence – washing powder is not provided

The CEI Center director and the French leaders are also accommodated in the same building to supervise the program
Address: FIAP Residence, 30 rue Cabanis 75014 Paris



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Classes and Activities:

Classes:

15 hours of French lessons per week

Classes take place inside the residence.

A one year pre- requisite of French is asked for the participants

A ratio of 1 teacher for 15 students is commonly applied

French classes are taught by native French teachers specialized in teaching French as a foreign language, they make use of dynamic, interactive educational methods

Written tests are given on the first day to determine the appropriate level

Students receive a certificate of completion at the end of the course

Student must bring an exercise book, a dictionary and writing material.

French classes are compulsory

Please note that there will be no classes on bank holidays (July 14th)

Activities:

Along with classes, students participate in afternoon leisure activities supervised by the team of CEI French leaders

Discovery of Paris and its major landmarks including:

Climb up to the second floor of the Eiffel tower

Cruise on the Seine River

Visit of Le Louvre

Discovery of Montmartre , the Champs Elysées,

Visit of Versailles

Sports activities at the residence: Volley Ball, badminton, Table Tennis...

Evening Entertainment: Board games, Karaoke...

Full day at Disneyland

A schedule will be given on the first day. CEI reserves the right to change or alter the program due to weather conditions or unexpected circumstances.

Please note: Participants are not allowed to go out at night outside the residence unless accompanied by a French leader.



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II- PRACTICAL INFORMATION

What to bring ?

Towels and Bed linen are provided

A padlock in order to close the suitcase.

Clothes: summer clothes, but also a pullover and a jacket in case of colder days and good footwear.

Casual and easily-washable clothes are strongly recommended

Exercise book, a dictionary and writing material for the French classes

Pocket Money:

The amount of pocket money differs according to the participants

Nevertheless, we recommend an amount of **50€/ week**

We strongly advise students to hand in their travel ticket and their passport to the French leaders.

Medical fees: we recommend student to bring the sum of 100 euros should medical fees be needed during their stay in France.

Insurance:

CEI is covered by a public and legal liability to third parties insurance.

It is the participant's responsibility to ensure he/she has the relevant travel and medical insurance including personal liability, accident and repatriation coverage.

Participants from EU countries must bring their European insurance card.

Participants are not insured by CEI for stolen goods or loss of personal belongings;

Rules:

Participants will be asked to abide by the rules of the residence.

They will be asked to sign them on arrival day. (Appendix 1)

CEI reserves the right to expel a participant and ask for immediate return in case the rules haven't been respected. No refund will be made.

No unsupervised outings

No smoking in the residence

No alcohol consumption

Respect others and curfew time

Switch off your mobile phones during French classes

Students must attend all classes



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III- ENROLMENT

Student requisites:

Students from 12 to 18 are eligible for this program

1 year minimum of French

Application form should be fully completed

Enrolment form:

Submit the fully completed enrolled form to the CEI

General Terms and Conditions:

Submit signed copy of the General terms and conditions to the CEI

Travel Instructions:

The travel form is not to be sent with the enrolment form but must be sent at least **4 weeks** before arrival to France@cei4vents.com

Return transfers from any Parisian train stations and from Orly or CDG airports to the residence are organized by CEI on the exact dates of the program and during the following time frame:

Arrivals must be scheduled between **02.00 pm and 6.00 pm**

Departures must be scheduled between **09.00 am and 13.00 pm**

Any arrivals or departure outside the set up dates and time frame can be organized **at extra cost of 100€.**

If we do not receive accurate information on time, the pickup service will be automatically cancelled and re-organized at the extra cost.

Please explain to the participant that they will be met by a CEI staff member after picking their luggage and leaving the arrivals area.

At the exit, the participant will be met by one of our CEI staff member holding a CEI sign – CEI

VERY IMPORTANT: UM SERVICE (Unaccompanied Minor)

Please do not forget to inform us if you have booked a **UM service** with the airline company for your participant and please advise if it's a single or a return UM Service.

If you fail to inform us a UM service has been booked, the airline company will not allow the participant to exit the airport.

Contact CEI: an emergency number will be given a few days before departure in case of emergency



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