

Western University

French Immersion School Academic Calendar and Information Package for the five week program in Trois-Pistoles, Québec



Western University's French Immersion School attracts participants from all over Canada, the United States, Latin America, and other parts of the world, who wish to upgrade their education or pursue a professional or personal goal.

The Trois-Pistoles French Immersion School offers its clients an experience of a lifetime: a complete immersion environment, so that they not only learn French, but live the language and the culture of Québec.

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Degree-Credit Courses and Marking Scale

Western University's French Immersion School in Québec offers, from the University's degree-credit curriculum, French language courses (all levels) as well as, from time to time, courses in other disciplines. These courses are taken for credit with a final grade appearing on an official Western University transcript. Detailed course descriptions are available on our website.

Enrolment in each course is limited and in some cases demand exceeds that limit. The University is unable to guarantee registration in any particular course and reserves the right to withdraw course offerings. All courses run mornings during a five-week period. They are the equivalent of one full course of the regular academic session.

Prerequisite: A course that must be successfully completed prior to registration for credit in the desired course.

Antirequisite: A course that overlaps sufficiently in course content that both cannot be taken for credit.

For Western University students, attempt and grade point regulations will apply and the final grade will automatically appear on your Western Transcript.

For visiting students from other Universities, it is your responsibility to obtain special permission (a Letter of Permission) from your home institution to be granted credit for the Trois-Pistoles course and to request transfer of official transcripts from Western University directly to your home institution.

Marking Scale

Mark Range	Grade	Grade Point
90-100	A+	5
80-89	A	4
70-79	B	3
60-69	C	2
50-59	D	1
Below 50	F	0

Credit Status

ALL COURSES offered during the five week session **ARE DEGREE CREDIT COURSES**. Students who wish to take a course on a **non-credit** basis must submit a request to the Program Coordinator or to the Director of the Trois-Pistoles French Immersion School if they wish to exercise that option, **by the end of the third day of classes**. Being registered as a non-credit student does not exempt a student from fully participating in the program, i.e. All students must complete all class assignments, including the final exam, etc.

Transcripts: Once grades have been posted (approximately two weeks after the end of the program), you may order a transcript by mail, fax or through Web Express at www.registrar.uwo.ca. For assistance, please contact the Registrar's Helpline at 1.519.661.2100 or email: contact@uwo.ca

Tax Certificates: for tuition fees for credit students will be available online at www.registrar.uwo.ca in February.

Compulsory Elements of the Program

Daily workshops (ateliers) are an integral part of the French Immersion School program. Running for two hours, five afternoons a week, ateliers promote learning and self-expression in non-classroom environments. Qualified tutors encourage and guide students in their language learning and are always available for private consultation and small group activities. Accompanied by the tutors, students participate in field-trips to historic and cultural sites in and around Trois-Pistoles. Upon arrival to the School, students will generally choose workshops consistent with their interests. A wide variety of choices are available, including writing, chanson Québécoise, communication, sports, improvisation, and volunteer community work. Please note that **attendance at workshops is mandatory**. The «Certificat de l'École d'immersion française» may be withheld if more than three sessions of workshops are missed without a valid reason.

The French Immersion School offers optional afternoon tutorials for remedial work, as well as phonetics workshops. These tutorials are made possible by the generosity of the Silas Smith Tutorial Fund.

Since the French immersion program is only five weeks long, every hour, every minute counts. As well, the cumulative effect of continuous learning is weakened by poor participation. For this reason, regular, punctual attendance at classes and workshops is essential. **Repeated, unjustified absences or lateness are grounds for expulsion.**

Socio-cultural activities offer experiences relevant to the culture/language learning process of the School and form an integral part of the immersion program. Students are expected to participate in these activities on a regular basis. You will be told which activities are mandatory as the session unfolds.

Other socio-cultural activities are optional in that they are made available as valuable supplements to the regular program, and must be paid for by those who choose to participate in them. Students may anticipate additional costs of up to \$600.00 for these optional activities which may include whale-watching (summer session only), a weekend trip to Québec City and a hiking trip to Mont Albert.

Speak French at all times

Participants have made a commitment to learn French or improve their French while learning about Québécois life and culture. Those who have accepted an Explore Bursary from the Federal Government have also made a commitment to this country. Learning or improving a second language is not easy. It requires hard and steady work, but the results are well worthwhile. **Research has shown that the most successful learning occurs when you use the language as much as possible as a medium of communication.** For this to occur as naturally and successfully as possible, the School requires that you show your commitment by **signing a pledge to speak French at all times**, and then honouring your pledge throughout the five-week session. As all our staff and the people of Trois-Pistoles have pledged to enforce this rule, you should not be upset with anyone who asks you to speak French. He or she is honouring a commitment. It must also be understood that **IF YOU INSIST ON SPEAKING A LANGUAGE OTHER THAN FRENCH, YOU WILL BE EXPELLED FROM THE SCHOOL.** Making the effort to speak French for the duration of the program will improve not only your language skills, but those of your fellow students. Please keep in mind that there will be 250 other students in Trois-Pistoles with you, all trying to learn or improve their French. By honouring your commitment to speaking French at all times, you will help foster an environment conducive to learning French.

This rule does not mean that beginning students must never open their mouths. Occasional use of English words (or another language) in a French sentence, through lapses of attention, lack of vocabulary or language comparison is acceptable. However, you are expected to speak in French using isolated English words or expressions only when no French synonym or explanation available to you will do.

The rule applies not only to the classrooms and other areas of the School, but also to the homes of the families where you live, the town itself and the places outside of Trois-Pistoles visited on excursions.

Students who persistently violate the rules of the French Immersion School (including but not limited to the rule regarding speaking only French – i.e. the use of alcohol or illegal substances) and/or those of Western University, and have been warned that their conduct is not acceptable, may be asked to leave the program and/or barred from taking the final examination which will result in a failing grade on their transcript.

All Faculty, Workshop Supervisors, Administrative Staff and Host Families of the School are responsible for encouraging students to speak French at all times for the duration of the program. They are required to report persistent violators of this rule to the Coordinator of Socio-cultural Activities. Students who persistently contravene the French only rule will be given three warnings (*avertissements*) that they must improve their behaviour. The first warning will be a verbal warning given by the Coordinator. The second warning will be given in writing by the Coordinator. The third and final warning will be given, in writing, by the Director of the School. Students who persist in violating the French only rule after their third warning will be expelled from the School. Students expelled from the School may be subject to academic and financial penalties.

Students whose behaviour in their host families' home is intolerable to their host family and/or to the students staying in the same house, may be expelled from the program immediately. Students in violation of the academic policies of Western University (including but not limited to plagiarism) may be expelled from the program immediately. Students expelled from the program for any reason will not receive any refund of their tuition and homestay fees or of the immersion and enrichment fee.

Early Departures

The program in Trois-Pistoles is a five-week immersion program and interruptions and/or early departures are detrimental to the language learning process. We try to encourage all participants to fully participate and complete the full session. Any student who wants to leave the program before the end must have written proof of the reason why he/she has to leave. No permission will be granted without this written proof. Students will not pass the course if they leave without writing the final exam.

If you know beforehand that you will have to leave early, missing more than three days of classes, then you really should think twice about participating. Please remember that more than three missed classes (without a valid reason) throughout the five weeks will result in loss of the credit. If you leave, and for one reason or another, cannot return to complete the course, write the final exam scheduled for the final Friday, and attend the closing ceremony, then **you will not pass the course**. Any student who wants to leave the program before the end must have written proof of the reason why he/she has to leave. No permission will be granted without this written proof. Students will not pass the course if they leave without writing the final exam.

Western University Policy and Regulations

The academic policies and regulations of the French Immersion School and Western University apply to all students studying at the School. Academic policies and regulations are described in the University's academic calendar, which may be consulted at Western and at Trois-Pistoles or on the web: <http://www.westerncalendar.uwo.ca/>

Code of Student Conduct

Every student attending the French Immersion School is expected to comply with the provisions of the [Code of Student Conduct](#). Sanctions for non-compliance range from a warning or reprimand to expulsion from the School. It is the responsibility of every student to read the Code and familiarize him or herself with its contents.

Homestay Policies and Regulations

Western University's French Immersion School offers a unique experience in placing each student with a specially chosen Québec family or families for room and board for the entire session. Please note that 'host family' may mean an older or younger couple with or without children, or a single person with or without children. First-hand experience of French culture and language provides each student with an opportunity to broaden and develop communicative skills in an informal, homelike setting.

Every effort will be made to meet your accommodation requirements; however complete details of such requirements must be stated as early as possible on the application form. Students who require special diets must make this known to the School when applying and must give details of their diet (this includes vegetarians). A **doctor's note will be required for all food-related allergies before acceptance into the program can be confirmed.**

Noise - Students should be careful not to disturb their hosts by making unreasonable noise, especially when returning at late hours. The host-family will avoid making unreasonable noise especially in the late evening.

Rooms, Study Facilities, Laundry, Housework - The host-family will provide a bed with linen (changed weekly), towels and facecloths and suitable study facilities (desk or kitchen table with good lighting). Families are not required to do the student's personal laundry. It is not always possible to do your laundry at the home of your host family but there is a laundromat in Trois-Pistoles. Students will make their beds each morning, keep their rooms clean and tidy, clean the bathtub or shower after use, avoid wasting utilities, open only screened windows in their room, and generally look after the furnishings.

Meals - Host-families agree to provide three substantial and well-balanced meals per day. They are **not required to provide snacks or refrigerator privileges** but may, if so inclined and if permission is requested. When asked, with appropriate notice, they will provide a bag lunch for an excursion.

Student-Host Rapport - The student and the host family should show an interest in promoting an agreeable relationship. Within reason, students will have access to the house where they are staying. When returning at a late hour, they will close the doors and turn out the lights. The students and the host family should respect the rights and property of the others in the household, showing common consideration and courtesy towards one another. If any questions, complaints or problems do arise, despite everyone's goodwill, they should be discussed immediately with the homestay coordinator and/or the counsellor appointed by the School.

Alcohol and drugs are prohibited in the house and on the host family's property. Warnings will be issued to any offenders and repeated offences, should they occur, will be grounds for expulsion.

Expectations

Le Certificat de l'École d'immersion française will be awarded at the Closing Ceremony to each student who has fully participated in all of the School's activities. However, any one of the following reasons will justify withholding the certificate:

- a) Failing to follow the rules of the School, in particular the rule referring to speaking French at all times;
- b) Missing more than 3 sessions of workshops without a valid reason (as determined by the administration);
- c) Arriving after the beginning of the program or leaving before the closing ceremonies without a valid reason;
- d) Behaviour detrimental to the School and its program (repeated lateness, disruption of activities, etc.).

It should be emphasized that while we expect most of our students will obtain this certificate, it will not be granted automatically.

Academic Awards

A certain number of academic awards are distributed at the end of the session during the closing ceremony. These include:

- a) Le Prix du Président: awarded to the student judged to be the most proficient in the French course and also in the para-academic activities of the School;
- b) Le Prix Lacroix: awarded to the student who has never lived in a francophone environment and who has made the most progress in French conversation;
- c) Le Prix Litalien: awarded to the student who has demonstrated exceptional integration with the host family;
- d) Le Prix "Je m'implique": awarded to the student whose contributions to the extra-curricular activities was continuous and of high quality.
- e) Le Prix Theophile Casaubon: for community interaction and integration.

L'École de langue française de Trois-Pistoles provides an extremely rich, high quality and well organized program, combining academic and socio-cultural, formal and informal exposure to Québécois and French language and culture. You may find your time at Trois-Pistoles demanding but the rewards will be many, and it will be an experience you will long remember and cherish.

Health Information and Immigration Requirements

Domestic students should bring their provincial health insurance card along with photo identification. International students should purchase health insurance coverage for the duration of their stay in Canada. Non-residents of Canada must contact the nearest Canadian Embassy or consulate at least three months before the start of the program in order to determine whether a visa is required. It is the responsibility of participants to obtain all documents necessary for entry into Canada before leaving their own country.

Fees stated are preliminary fees for 2016. Fees are in Canadian funds. Please note that if you are in receipt of an Explore Bursary, your fees will not exceed the amount of the Bursary and the University will cover any difference in the actual costs.

	Canadian Citizens/Permanent Residents/International Exchange Students at Western University	International Students	Explore Bursary Recipients
Tuition	\$1,230.80	\$4,563.40	\$1230.80
Room and Board	\$965.00	\$965.00	\$965.00
Immersion & Enrichment Fee	\$404.20	\$404.20	\$4.20*
Application Fee	\$275.00	\$275.00	\$275.00
TOTAL	\$2,875.00	\$6,207.60	\$2,475.00

(The Board of Governors reserves the right to amend fees.)

*Balance of Immersion and Enrichment Fee is subsidized by Western.

Financial Assistance

A small number of **Homestay Bursaries (\$2000)** are awarded annually to students who demonstrate financial need and are registered in a **credit course** at the School. Students in receipt of an Explore Bursary are not eligible to apply. These bursaries were established through Foundation Western by donations from Trois-Pistoles alumni and friends. Applications are available at the French Immersion School Office in London (519-661-3637 or tpistole@uwo.ca).

Acknowledgement and Assumption of Risk

During the online registration process, you will be asked if you have read and agree with the following. Your registration will not be processed unless you indicate agreement.

During field trips, exchanges or other excursions in which you will be participating in under the arrangements of The University of Western Ontario at l'École d'immersion française de Trois-Pistoles, certain risks and dangers may occur, including but not limited to, the hazards of travelling, accidents or illness in remote places without medical facilities, the forces of nature and travel by air, water, train, automobile or other means as well as exposure to customs and practices of a society different from your own. Accordingly, it is understood that despite its efforts, the University may not be able to ensure your complete safety at all times from such risks and dangers. More particularly, the University of Western Ontario does not carry accident or injury insurance for the benefit of participants and there may be certain matters for which participants could be held at fault personally if the accompanying circumstances do not relate to or arise from the educational experience or if activities and conduct of participants fall short of what would be considered a reasonable standard. Participants are accountable in all respects for their own actions and agree to refrain from asking the University or its employees to accept the consequences thereof. Participants must agree to be responsible for any claims made against the University in relation to their actions.