ENS P.E.I
(Invited Student Program)
2017–2018

INVITED STUDENT GUIDE
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An interactive version of this guide is available online: [www.migrens.ens.fr](http://www.migrens.ens.fr), in the « What is the PEI ? » section
HOW DOES THE PEI WORK?

the PEI’s functioning

Welcome to the ENS’ Invited Student Program! This guide was designed to introduce you to the ENS PEI’s functioning. If you have any further questions, you can write to etudiantinviteens@gmail.com.

In the PEI, every invited student takes 10 weekly hours of French classes, taught partly by volunteer students and partly by ENS teachers.

Each invited student receives help and support with administrative procedures, career guidance and the learning of French from three people: a binôme, a tandem, and a tutor (you'll find more detail in the following pages).

The student team who is in charge of the PEI is structured into "committees". Each committee is tasked with one particular aspect of the Program:

- **the support** committee (monitoring the invited students' career plans, material conditions of living and administrative status, supporting binômes and tutors)
- **the pedagogy** committee (organizing the French classes and the DELF – diploma for the study of the French language – or TCF – French knowledge test – exams, and supporting tandems)
- **the treasure** committee (managing the PEI's budget and seeking funding)
- **the external relations** committee (cooperating with the other RESOME – the Postgraduate Studies and Guidance Counselling for Migrants and the Exiled Network – programs, and other associations such as the BAAM and the Chapelle Debout)
- **the reflection** committee (organizing seminars, conferences, surveys, political actions and mobilization initiatives about the situation of the exiled, the right to asylum and other issues regarding migration)
- **the fun** committee (organizing festive and cultural activities and events)

You're more than welcome to participate in any committee that might interest you! Committees are autonomous and each has its own way of functioning and its own calendar of meetings and events. If you'd like more information before joining a committee, you can contact its referent (you'll receive at the beginning of the school year an organization chart of all committees).

Committee members meet once a week to coordinate their actions and manage the Invited Student Program together. You're welcome to those meetings!

For important decisions that must be voted on by all members of the Invited Student Program (invited students and volunteers), we'll meet **once a month, between 6pm and 8 pm**. During those "monthly meetings" we'll vote on such issues as budget allocation, media interventions and collective actions... It is therefore very important to attend those meetings! Before those monthly meetings, if you'd like to add a discussion to the agenda, you can write to etudiantinviteens@gmail.com.
the PEI’s communication

Important information regarding the PEI’s organization and upcoming events will be communicated to you through various means:

- you’ll receive mails from etudiantinviteens@gmail.com (monthly meetings, various events and conferences, other information) and pei.culture@gmail.com (cultural activities);
- you’ll receive text messages;
- you’ll receive Facebook updates: please join the MigrENS 2017 facebook group;
- important information will be displayed in salle Qualité, where French classes are taught!

You can also check the PEI’s website: www.migrens.ens.fr.

To contact the Invited Student Program team, you can write to etudiantinviteens@gmail.com.

To contact the committees, please refer to the chart that will be handed out at the beginning of the school year!

french classes

Each invited student takes 10 weekly hours of French classes: 2 hours a day, from Monday to Friday.

Invited students are split in two groups according to their oral and written level in French. Each group has a specific timetable. Once assigned to a group you’ll receive your timetable and the names and phone numbers of your teachers – it is extremely important to advise the teachers in advance if you
can't attend a class!

You'll also receive an exercise book suited to your level, in order to work from home and with your tandem (see the definition further down).

French classes aim at preparing for the DELF (a diploma for the study of the French language) or the TCF (French Proficiency Test) exams. Those diplomas assess your French language skills and can be required to apply for postgraduate studies. The DELF and the TCF are specific exams, with a particular methodology: it is therefore crucial to prepare them seriously and to attend classes regularly. The Invited Student Program covers the DELF or TCF registration fee for all invited students.

There are also several online resources that can help you work on and improve your French (called MOOC). Here is a non-exhaustive list of online resources:

- **MOOC TV5monde**: daily vocabulary, from level A1 to B2.
  
  Website: [apprendre.tv5monde.com](http://apprendre.tv5monde.com)

- **AFPA's MOOC**: culture and daily life vocabulary.
  
  Website: [moocfle.afpa.fr](http://moocfle.afpa.fr)

- **The École Polytechnique's MOOC**: for a B1/B2 level.
  
  Website: [polytechnique.edu/eleaning/fr/etudier-en-France-francais-intermediaire-b1b2](http://polytechnique.edu/eleaning/fr/etudier-en-France-francais-intermediaire-b1b2)
- **The FLA app**: online French classes by the Français Langue d'Accueil organization. Website: [francais-langue-daccueil.org/appli/index/html](http://francais-langue-daccueil.org/appli/index/html)

- **Bienvenue chez toi booklet**: basic vocabulary booklet in French / English / Arabic / Farsi. It can be downloaded from the "Bienvenue chez toi" facebook page.

- **OLS (Online Linguistic Support)** by Erasmus. Website: [erasmusplusols.eu/fr](http://erasmusplusols.eu/fr)

- **ANKIApp**: this free app, available on the AppStore (Iphone) and Google Play (Android), offers quick exercises to help you learn any language (vocabulary, conjugation, grammar...)

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**the binôme**

Each invited student is paired up with a binôme, an ENS student who supports him/her with his/her administrative actions, daily procedures and academic orientation choices.

For the latter reason, invited students are often paired up with a binôme who studies in the same field as them – this way, the binôme has a better knowledge of existing training courses.

At the beginning of the year, the students who volunteered to become binômes receive the contact info (e-mail address and phone number) of the invited student they were paired up with.

The binôme is the preferred intermediary between the invited student and the PEI’s organization team. If you're faced with an issue regarding your administrative situation, your conditions of living (health, housing, transportation, etc.), your orientation (applications to universities and training courses) or your professional plans (Pôle Emploi registration), you should refer to your binôme.

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**the tandem**

Each invited student is paired up with a tandem, an ENS student who offers individual tutoring to help the invited student improve his/her French skills.

At the beginning of the year, the students who volunteered to become tandems receive the contact info (e-mail address and phone number) of the invited student they were paired up with.

Ideally, you're supposed to see your tandem at least an hour every week, in order to work on the grammatical items and vocabulary covered during French classes: you can also do dictation exercises together, practice both your oral and written skills...

Tandems have links with the French teachers: this way, they have some knowledge of the curriculum. But if you have some specific needs (learning some thematic vocabulary, for example), you can also ask your tandem to work on them together.

Some tandems would like to learn a foreign language, such as Arabic, Pashto or Urdu. Therefore they are paired up with an invited student whose mother tongue is this language, so they can tutor their tandem back!
**the tutor**

The tutor is an ENS professor who helps you with his/her knowledge of postgraduate institutions and can provide guidance counseling and advice regarding resumption of studies. It is usually a professor specializing in the field that interests you the most. Your binôme will therefore help you find a tutor. It is recommended to meet with your tutor several times a year to review the evolution of your study plans and the registration procedures for higher education institutions.

**lunch**

Invited students receive meal tickets allowing them to get a free lunch, every day from Monday to Friday, at the ENS restaurant. There are different menus and there is always a vegan option.

The restaurant is located on the ground floor, next to staircase C. It is on the upper left corner of the access map included at the end of this guide.

**transportation**

The Invited Student Program reimburses transportation fees (Navigo pass) for all invited students. Here’s how to proceed to obtain reimbursement of your transportation fees:

1 – At the beginning of the month, invited students or their binôme buy the Navigo pass. It is **compulsory to keep the receipt**. Without a receipt we won’t be legally allowed to reimburse you.
2 – Send a scan of your receipt to commissiontresormigrens@gmail.com, with the message subject: « Remboursement transport – Name of the invited student ». If you'd rather be reimbursed via bank transfer, please join a RIB.
3 – We reimburse you as soon as possible! The time and place of reimbursement cheques or cash distributions will be announced via mail and text messages, and displayed in salle Qualité at the beginning of each month.

**health**

There is a health centre in the ENS where you can go in case of a medical issue. Nurses are available from Monday to Friday to advise all students.

The health centre's medical office can be contacted at the address patricia.celton@ens.fr or reached by phone at 01 44 32 36 46. To schedule an appointment, write to rdv-medecin@ens.fr.

To go to the health centre, cross the cour Pasteur and enter the Rataud building, in the background, on the right. Number 26 on the access plan included at the end of this guide stands for the health centre.
the RESOME

The Invited Student Program is part of the RESOME collective (Postgraduate Studies and Guidance Counselling for Migrants and the Exiled Network), which gathers several programs offering French classes and guidance counselling to migrant people.

To help those people, the RESOME holds a weekly permanence where volunteers and migrants can share their experiences. The more numerous we are, the more effective the permanence, and we also have a need for translators. If you’d like to participate in the permanence and the RESOME’s activities, you can contact the External relations committee at the beginning of the school year.

STUDYING AT THE ENS

the library

To study in a quiet space (alone or with a study group) or borrow some books, you can go to the ENS library. You can access it with your ENS invited student card!

The library is located in the NIR building, across the cour aux Erneests (number 24 on the access map included at the end of this guide).

It is open from Monday to Friday, from 9am to 7pm, and on Saturdays from 9am to 5pm.

It is closed on Sundays, public holidays, and during the winter and summer vacations.
the computer rooms

To use the Internet, print or scan documents, you can use the school's computers. Each invited student receives a login and a password at the beginning of the school year, which allow him/her to log into the computers.

Printers are accessible freely; users must, however, bring their own paper.

There are several computer rooms in the ENS: one is located on the ground floor (next to number 21 on the access map included at the end of this guide) and two more are on the second basement of the NIR building (below the library).

ENS courses

As an invited student, you have the possibility to attend ENS courses as an auditor – being an auditor means that you can attend a class but not have it recognized as counting towards a university degree. Most ENS courses are taught in French.

The ENS offers courses in various study fields: mathematics, physics, chemistry, computer science, biology, literature, philosophy, history, geography, economics, law, social sciences, art history, drama or film studies, languages...

To learn more about the curriculum and the course schedule, go to the ENS website: click on "Vous êtes → Normalien" and select, depending on your interests, either the Sciences or the Humanities 2017-2018 brochure. Your binôme can help you select courses and contact professors: it is preferable to advise them before the class starts, in order to make sure that you’re allowed to attend!

the Party Organization Committee (COF) and the Arts Bureau (BdA)

The Party Organization Committee (COF) is the association in charge of the ENS festive events. It also manages all student clubs: artistic practice (plastic arts, jazz, classical music, brass band, photo lab, film club, drama club or improvisation), cooking club, web radio, comics and science fiction novels library...

The Arts Bureau is the COF section in charge of all cultural activities: tickets to plays, concerts and dance shows, cultural guided tours, and organization of an art Festival during the spring.

The COF and the BdA are managed by ENS students; their office is located on the ground floor, across the cour aux Ernests (number 22 on the access map included at the end of this guide). It is open from Monday to Friday, between 12am and 2 pm and between 4pm and 6pm.

Invited students can retrieve their COF membership card for free during opening hours.

This card allows them to participate in all clubs' activities, have free access to parties and film-club screenings, and register for guided tours and cultural activities!
To learn more about the clubs and the festive and cultural events, you can check the COF’s website: www.cof.ens.fr.

the K-Fêt

The K-Fêt is the ENS café / bar!

It is located on the basement of staircase C.

It is managed by volunteer ENS students – opening hours can vary, but the K-Fêt is generally open in the afternoon, in the evening and on weekends (between 12am and 3am).

There are sofas, a foosball table, and you can buy hot beverages, juices, beers and snacks! With your COF membership card, you can open a K-Fêt account and get price reduction.

Concerts and parties usually take place in the K-Fêt!

the Sports Bureau (BdS)

The Sports Bureau is in charge of all ENS sports clubs: collective sports (football, volleyball, rugby, basketball, handball...), individual sports (athleticism, badminton, yoga...), dance (capoeira, African dance, salsa, tango...) or combat sports (boxing, aikido, fencing...).

ENS students manage the Sports Bureau; their office, like the COF's, is located on the ground floor across the cour aux Ernests (number 22 on the access map included at the end of this guide). It is open from Monday to Friday, between 12am and 2 pm and between 4pm and 6pm.

Invited students can retrieve their BdS membership card for free during opening hours. With their card, they can access the gymnasium and participate in sports clubs’ trainings.

To learn more about training schedules and club membership fees (collective sports are usually free, but dance clubs ask for contributions in order to pay dance teachers and/or musicians) you can check the sports schedule on www.bds.ens.fr.

You can also access the gymnasium (second basement of staircase B) to use treadmills and fitness machines.

the PEI’s cultural events

Besides the ENS cultural activities, the Invited Student Program organizes regular events for invited students and volunteers: writing workshops, film screenings, football matches, guided tours, parties, concerts, cooking workshop and dinners...

The fun committee is in charge of organizing such activities: to participate or to suggest activities and projects, you can write to pei.culture@gmail.com.
ENS ACCESS MAP

45 RUE D'ULM, 75005 PARIS

- Accueil
- Département de Philosophie
- Centre de Ressources Informatiques - CRI
- Poste central de sécurité
- Service Courrier
- Service Logistique
- Rotonde
- Relations Internationales
- Direction des Études
- Salle Dussane
- Pôle Communication
- Service des Admissions et des Études (SAE)
- Département Sciences de l'Antiquité et Études Anciennes
- Salle Beckett
- Salle Celan
- Services Logistique / Prévention et Sécurité
- Département Histoire et Théorie des Arts
- Salle Weil
- Département des Sciences de l'Antiquité (DSA)
- Département Mathématiques (DMA)
- Salle Aron / Vie Étudiante
- BDthèque
- Salle des Élèves / Vie Étudiante / COF
- Département Informatique
- NIR, entrées LSH et DMA
- Cafétéria
- Pôle Santé
- Régie