



COUNTRY-SPECIFIC INFORMATION SHEET FOR FRANCE

Universities and Other Higher Education Institutions Recognized in Prince Edward Island (PEI)

Only those higher education institutions that are established or approved by an appropriate educational authority (usually a government body) are recognized by the PEI Office of the Registrar.

In the case of France, we recognize those higher education institutions that are established or approved by national government authority.

France's Ministry of Higher Education and Research includes on its website listings (by region) of all recognized higher education institutions which are authorized to issue qualifications. If your higher education institution is found in those listings, then most likely we recognize it.

For a link to those listings on the Ministry of Higher Education and Research's website, see: <http://www.enseignementsup-recherche.gouv.fr/cid20269/liste-des-universites-francaises.html#>

Pre-Service Teacher Education Programs Recognized in Prince Edward Island

Only those pre-service teacher education programs that are recognized or approved by an appropriate educational authority (usually a government body) in your country are recognized by the PEI Office of the Registrar.

In the case of France, we recognize those pre-service teacher education programs that are recognized or approved by national government authority.

In general, the national government is responsible for recognizing or approving pre-service teacher education programs. Hence, found on a website it hosts is an interactive database that includes all recognized or approved University Teacher Training Institutes (IUFM), which are institutions in France that offer pre-service teacher education programs. If the IUFM where you completed your pre-service teacher education program is found on that interactive database on the said website, then most likely we recognize your pre-service teacher education program.

For a link to the website that includes a database of all recognized or approved IUFMs, see: <http://www.iufm.education.fr/>

Specific Programs Not Recognized in Prince Edward Island

Any programs that do not meet our minimum requirements for an acceptable teacher education program will not be recognized.

Obtaining Academic Records

In France academic records or official transcripts are issued by universities and other higher education institutions, though they can often be difficult to obtain. We understand that institutions often will not send academic records to a third party such as the PEI Office of the Registrar. Therefore, in cases where institutions will not send your academic records directly to

us, we will accept original records that were issued to you.

You must present these original records to the PEI Office of the Registrar:

- academic records for each year or term for each degree listed on your application form
- academic records for each year or term of your teacher education program

You can bring the academic records to us yourself or send them by mail or courier. We will return them to you.

Verification letters

Since your higher education institution does not send these records directly to the PEI Office of the Registrar, we need official verification of your academic records. We will send a letter with a copy of your academic record to each institution for verification of all programs listed on your application form.

If Your University Will Send Official Transcripts

When seeking to obtain your academic records or official transcripts you are generally required to submit a **written request by fax, email or post** to your university's Academic Records Division. Your full name, date of birth and student ID number (if known) should be included. Generally, information cannot be provided over the phone.

In general, academic records or official transcripts must be mailed directly to us from every higher education institution you have attended. And usually, we will not accept transcripts submitted by you even if they are sealed or notarized. We will not accept transcripts by fax or email. Applicants from France are required to submit a photocopy of each diploma or degree received. Transcripts received must be in the original language of issue.

If the PEI Office of the Registrar receives transcripts in languages other than English or French, we will send a copy to you. You will need to have the documents translated into either English or French and send the original translations to us.

Obtaining Statements of Professional Standing

A Statement of Professional Standing is a document that states you are a teacher in good standing and that your teaching license has never been revoked, cancelled, or suspended for any disciplinary reasons. This document usually comes from the government body or other licensing body that oversees teachers.

A Statement of Professional Standing is required and may be obtained from the academy or rectorat where you were awarded your teaching certificate. Additional Statements of Professional Standing are required from academies or rectorats where you have held or hold a teaching certificate. All Statements of Professional Standing must be mailed directly to the PEI Office of the Registrar.

Statements of Professional Standing for France may be obtained from government organizations

within the following jurisdictions:

Academy	Contact Information
Aix-En-Provence	Address: Service Academique d'information et d'orientation, Place Lucien Paye, 13621 Aix-en-Provence CEDEX, France
Aix-marseille	Address: Place Lucien Paye 13621 Aix-en-Provence Cedex Website: http://www.ac-aix-marseille.fr/wacam/jcms/j_6/home
Amiens	Address: 20, boulevard d'Alsace-Lorraine 80063 Amiens cedex 9 Email: ce.rectorat@ac-amiens.fr Website: http://www.ac-amiens.fr/ Phone: 03 22 82 38 23
Antilles-Guyane	Address: Route de Baduel BP 6011 - 97 306 Cayenne cedex Website: http://www.ac-guyane.fr/ Phone: 05 94 25 58 58
Besancon	Address:

	<p>10 rue de la Convention 25030 Besançon Cedex</p> <p>Email: frederic.debief@ac-besancon.fr</p> <p>Website: http://www.ac-besancon.fr/</p> <p>Phone: 03 81 65 47 00</p>
Bordeaux	<p>Address: 5 rue Joseph de Carayon Latour B.P. 935 33060 Bordeaux Cedex 01</p> <p>Email: frederic.debief@ac-besancon.fr</p> <p>Website: http://www.ac-bordeaux.fr/</p> <p>Phone: 05 57 57 38 00</p>
Caen	<p>Address: 168 rue Caponière B.P. 6184 14061 Caen Cedex</p> <p>Email: assistance@ac-caen.fr</p> <p>Website: http://www.ac-caen.fr/</p> <p>Phone: 02 31 30 15 00</p>
Clermont-Ferran	<p>Address: 3 avenue Vercingétorix 63033 Clermont-Ferrand Cedex 1</p> <p>Website: http://www.ac-clermont.fr/</p>

	<p>Phone: 04 73 99 30 00</p>
Corse	<p>Address: Boulevard Pascal Rossini B.P. 808 20192 Ajaccio Cedex 4</p> <p>Email: webmestre@ac-corse.fr</p> <p>Website: http://www.ac-corse.fr/</p> <p>Phone: 04 95 50 33 33</p>
Creteil	<p>Address: 4 rue Georges Enesco 94010 Créteil Cedex</p> <p>Website: http://www.ac-creteil.fr/</p> <p>Phone: 01 57 02 60 00</p>
Dijon	<p>Address: 51 rue Monge - 21033 Dijon Cedex</p> <p>Website: http://www.ac-dijon.fr/</p> <p>Phone: 03 80 44 84 00</p>
Grenoble	<p>Address: 7 place Bir Hakeim 38021 Grenoble Cedex</p> <p>Email: webmaster-admin@ac-grenoble.fr</p> <p>Website: http://www.ac-grenoble.fr/admin/spip/index.php</p>

	<p>Phone: 04 76 74 70 00</p>
Lille	<p>Address: 20 rue Saint-Jacques - 59033 Lille Cedex</p> <p>Website: http://www.ac-lille.fr/</p> <p>Phone: 03 20 15 60 00</p>
Limoges	<p>Address: 13 rue François Chenieux - CS 12354 - 87031 Limoges Cedex</p> <p>Website: http://www.ac-limoges.fr/</p> <p>Phone: 05 55 11 40 00</p>
Lyon	<p>Address: 92 rue de Marseille - BP 7227 69354 Lyon cedex 07</p> <p>Website: http://www.ac-lyon.fr/</p> <p>Phone: 04 72 80 60 60</p>
Montpellier	<p>Address: 31 rue de l'Université - 34064 Montpellier cedex 07</p> <p>Website: http://www.ac-montpellier.fr/</p> <p>Phone: 04 67 91 47 00</p>
Nancy-Metz	<p>Address: 2 rue Philippe de Gueldres - 54035 Nancy cedex</p>

	<p>Email: ce.rectorat@ac-nancy-metz.fr</p> <p>Website: http://www.ac-nancy-metz.fr/</p> <p>Phone: 03 83 86 20 20</p>
Nantes	<p>Address: 2 rue Philippe de Gueldres - 54035 Nancy cedex</p> <p>Email: ce.rectorat@ac-nancy-metz.fr</p> <p>Website: http://www.ac-nancy-metz.fr/</p> <p>Phone: 03 83 86 20 20</p>
Nice	<p>Address: 50 avenue Cap de Croix - 06181 Nice cedex 02</p> <p>Website: http://www.ac-nice.fr/</p> <p>Phone: 04 93 53 70 70</p>
Orleans-Tours	<p>Address: 21 rue Saint-Etienne - 45043 Orléans cedex 1</p> <p>Email: ce.rectorat@ac-orleans-tours.fr</p> <p>Website: http://www.ac-orleans-tours.fr/</p> <p>Phone: 02 38 79 38 79</p>
Paris	<p>Address: 47 rue des Ecoles</p>

	<p>75 230 Paris cedex 05</p> <p>Email: ce.contact@ac-paris.fr</p> <p>Website: http://www.ac-paris.fr/portail/jcms/j_6/accueil</p> <p>Phone: 01 40 46 22 11</p>
Poitiers	<p>Address: 22 rue Guillaume VII le Troubadour - BP 625 - 86022 Poitiers cedex</p> <p>Website: http://www.ac-poitiers.fr/38629501/0/fiche_pagelibre/&RH=</p> <p>Phone: 05 16 52 66 00</p>
Reims	<p>Address: 1 rue Navier - 51082 Reims Cedex</p> <p>Email: webmaster@ac-reims.fr</p> <p>Website: http://www.ac-reims.fr/</p> <p>Phone: 03 26 05 69 69</p>
Rennes	<p>Address: 96 rue d'Antain - CS 10503 - 35705 Rennes cedex</p> <p>Email: ce.insp@ac-rennes.fr</p> <p>Website: http://www.ac-rennes.fr/jahia/Jahia/site/academie2</p>

	<p>Phone: 02 23 21 77 77</p>
Rouen	<p>Address: 5 rue de Fontenelle - 76037 Rouen cedex</p> <p>Email: ce.rectorat@ac-rouen.fr</p> <p>Website: http://www.ac-rouen.fr/</p> <p>Phone: 02 32 08 90 00</p>
Strasbourg	<p>Address: 6 rue de la Toussaint - 67975 Strasbourg cedex</p> <p>Email: ce.daric@ac-strasbourg.fr</p> <p>Website: http://www.ac-strasbourg.fr/</p> <p>Phone: 03 88 23 37 23</p>
Toulouse	<p>Address: Place Saint-Jacques - BP 7203 - 31073 Toulouse cedex 7</p> <p>Email: ce.daric@ac-strasbourg.fr</p> <p>Website: http://www.ac-toulouse.fr/</p> <p>Phone: 05 61 17 70 00</p>

Teaching Certificate

Please submit a photocopy of your *Titularisation*.

If you are an elementary school teacher, please submit a photocopy of the *CAP (Certificat*

d'Aptitude Pédagogique)

If you are a secondary school teacher, please submit a photocopy of the *CAPES (Certificat d'Aptitude au Professorat de l'Enseignement Secondaire)*, *Professeur Certifié*, or *Professeur Agrégé*.

Credit Hour Equivalencies

French universities and other higher education institutions utilize the European Credit Transfer System (ECTS). Generally, under this system one course or module is worth 7.5 credit hours or points. In most cases, students are expected to take four courses per semester to be considered full-time.

The PEI Office of the Registrar recognizes the ECTS system. In PEI, our university, the University of Prince Edward Island (UPEI), generally utilizes a 3 credit hours or points per course system. Found below, is a table containing our credit hour and course equivalencies for the ECTS 7.5 credit hours per course system.

	Credit Hours per Course	Typical Full-time Course Load
French Higher Education Institution	7.5	4 courses x 7.5 credit hours
UPEI	3	5 courses x 3 credit hours

Other Pertinent Information

Years of Scholary and Year 12 Equivalent

In order to be eligible for certification as a teacher in PEI you are required to have a minimum of 16 Years of Scholary, which includes completion of your Year 12 equivalent (also known as Grade 12 or High School equivalent). Generally, a Year of Scholary is earned for every year of formal education you have completed, beginning with Year 1 education at the elementary or primary school level.

Because Years of Scholary and Year 12 equivalence can vary so much between countries and even within them, the PEI Office of the Registrar calculates the Years of Scholary and Year 12 equivalence for each application on a case-by-case basis.

Language Proficiency

You do not need to provide satisfactory results on a language proficiency test if you have completed ***all of your*** post-secondary education in English or French.

In France, French is typically the language of instruction; hence, in most cases, applicants who have completed their post-secondary education in France do not require language proficiency testing. For more information on language proficiency, including acceptable tests and test scores, see our **Resource Guide: "Welcoming Internationally Educated Teachers to PEI."**

The **Resource Guide** is available online on the Department of Education and Early Childhood Development's website. See the following link:

<http://www.gov.pe.ca/eecd/index.php3?number=1027691>