

UVA in Lyon



Course Selection Guide

Brief Introduction to this Guide:

Students admitted to the UVA in Lyon/Lyon 2 Exchange Program will complete their course work at Université Lumière Lyon 2 or Sciences Po: Lyon.

This guide is designed to help you to navigate the course review and selection process. Admitted students will not select courses until just before the beginning of their semester abroad, so students should always assume that changes can occur.

Program Staff

The UVA in Lyon program is supported by many individuals both in Charlottesville and in Lyon. Here is some basic information and a short list of what kinds of questions should be directed to each person during the research and application phase:

Education Abroad Advisor (Charlottesville)

The Education Abroad Advisor for this program is in the process of changing, please refer to the [UVA in Lyon](#) or [University of Lyon 2 Exchange](#) webpages to determine the person serving as advisor at this time.

Can answer questions about: the application process, researching courses, transfer credit process, program costs and billing, and general questions about housing

Lova Rajaonarisoa, On Site Coordinator, UVA in Lyon (Lyon)

Can answer questions about: more specific questions about courses and course offerings (check in with Education Abroad Advisor first), housing and homestays

Dr. Janet Horne, Assoc. Professor & UVA in Lyon Founding Director (Charlottesville)

Can answer questions about: The pre-requisite course requirement, language assessment

Researching Courses at Lyon 2 and Sciences Po Lyon

If you are curious about what courses UVA students have completed previously, please consult the **Transfer Credit Equivalencies for Select Study Abroad Programs database**:

<http://ascs8.eservices.virginia.edu/studyAbroad>

This list does not indicate pre-approval, you must have your classes approved even if you plan to use the same course for the degree program. However, this information can help you to get started and understand the course approval system.

Navigating the Lyon 2 and IEP/Sciences Po Websites

Unlike at UVA, the universities in Lyon determine which classes will be offered only a couple of weeks before the start of the semester, and they do not have a centralized website listing the courses offered by each department.

Navigating any French university website will take patience and persistence--give yourself adequate time to find the information you need.



For courses at Lyon 2, consult: <http://offreformation.univ-lyon2.fr/cdm/fr/postRecherche>

Click on the Licence for more information, and note that courses are organized by degree so you will need to review each department for courses that may suit your needs and interests.

To make an educated guess about what courses will be offered, visit the home page for the academic department in which you would like to take classes, and look for their handbook (typically a PDF) which will describe the degree plan for their students. Unlike US Higher Education, French University Departments set a plan of courses for a given degree; students take the courses offered by their department in a sequence and do not get to pick and choose amongst programs. Fortunately, as a visiting exchange student, you are not bound by those rules.

Note: Especially on the Lyon 2 website, not all pages are translated into English, so while there is an option to switch the language of the site to English, we do not recommend it as you may

miss key pages of information as a result. It is better to leave the pages in French, and translate phrases that are confusing on your own.



For courses at Sciences Po Lyon, consult: <https://www.sciencespo-lyon.fr/formations/cursus-en-5-ans/1ere-2eme-et-3eme-annee> Courses are listed by year. All Sciences Po Lyon students go abroad or participate in an internship in their 3rd year so you will not find any course listings for the 3^{ème} année.

In all of this material you will find the curriculum or course listings for a particular program. Most often you will not find complete course descriptions, reading lists and course requirements as you would on a UVA website.

Centre International D'études Françaises (CIEF)

Students who have not met the prerequisite requirement of completing FREN 3032 (The Reading and Writing of Texts) with a B+ or better (or an appropriate equivalent) have the option of enrolling in an entire semester of 3000-level advanced coursework in French during the regular academic year.

<http://cief.univ-lyon2.fr>

Cost of CIEF "Cours semi-intensif de langue et culture françaises" for one semester: Approximately 1250 Euros. This is a four-month semi-intensive language and culture course.

- Students will be placed in groups depending on the results of their placement tests, unless you took the stage de pre-rentree (PRUNE) in which case they will use those results.
- If you feel that you did not perform at your optimal level on the placement test and that your placement level is too low (you do not feel immediately challenged in the course), please let your teacher and the on-site Program Coordinator know as soon as possible.

Academics

The university system in Lyon is organized very differently than our system in the U.S. and can initially be very confusing to students. However, don't let this intimidate you. Remember that the

other students are most likely just as confused as you and that there are resources in place, such as your Education Abroad Advisor and the On-Site Coordinator to assist you in this process.

In France, unlike at UVA, the university system is structured so that different academic departments are found at different locations across the city and are semi-autonomous. For example, Sciences Po Lyon, while technically a part of Lyon 2, has its own academic calendar and course selection process. That means that a student taking classes at both Lyon 2 and Sciences Po might have different exam weeks and different holidays. It is important to keep this in mind when selecting your semester courses. While some students in the past have preferred to take all their courses at one institution to avoid these calendar issues, other students have taken a mix of classes at several institutions and have managed to do so without much difficulty. Ultimately, it is a matter of personal preference and what each student feels most comfortable doing.

Types of Courses

Classes themselves are also structured in a manner that is very different than the one you are accustomed to. Unlike most classes at UVA, lecture courses or **Cours Magistraux (CM)** usually only meet once a week for two or three hours. In some cases, a CM may be accompanied by a smaller discussion section called either **Travaux Dirigés (TD)** or **Cours de Méthodologie (CDM)** which also meets once a week for one or two hours. The Travaux Dirigés and Cours de Méthodologie can be taken on their own, or in combination with the accompanying Cours Magistral. There are also courses called **Cours Optionnel (CO)** which are normally smaller classes of 20 to 30 students which meet once a week for two hours.

Credits and the European Credit Transfer System

The French system for determining credit hours for classes is different than the one at UVA. Credit hours are not measured on a weekly basis, but are based on contact hours for the entire semester. ECTS is the European Credit Transfer System, a system for transferring university credit units among higher education institutions in Europe. Courses at Lyon 2 are usually 5 French ECTS credits; courses at Sciences Po Lyon are usually worth 3-4 ECTS credits.

The average course load at Lyon 2 is between 150 and 180 hours. This is roughly the equivalent of five to six classes (not counting PRUNE), depending on whether the class is a three-hour weekly lecture or a two-hour discussion. It is recommended that you register for seven to eight courses in case you need to drop a course.

Most courses at Lyon 2 and Sciences Po Lyon have the credit hours listed in contact hours. For example, many of the discussion/seminar courses, Travaux Dirigés (TDs), are 21 hours and the larger lecture course, Cours Magistraux (CMs) are 42 hours. Most courses also list ECTS credits. For purposes of credit transfer at UVA:

French Department: Credit is generally based on credit hours, where 21 hour courses usually equal 2.5 UVA credits, 42 hour courses usually equal 3 credits.

College Electives: Credit is generally based on ECTS (European Credit Transfer System) credits. Two ECTS credits equal one US credit. Therefore, a 5 ECTS course will be 2.5 UVA credits.

Other Departments: If you are trying to get credit applied towards another department, and the Director of Undergraduate Programs for that department has questions, s/he can contact Professor Janet Horne.

If you plan on taking all of your courses at the CIEF, please discuss with the DUP of the French department what transfer credits you will receive for French.

Once you know the names of the actual courses that you will take at the CIEF, and the contact hours for each course, UVA students should email that information to Abigail Holeman and keep a copy for your records. If you do not complete this step, your credits will not transfer to your UVA transcript upon your return.

How to Determine the Level of a Course

As you review the courses offered by different academic departments, recall that the curriculum is set by each department for a student's full degree program, which mean they determine the order in which courses are completed. Students will expect courses to increase in difficulty as they progress in their degree, so paying attention to when a course is offered is important to help you assess the difficulty of the course.

Generally speaking, 3000-level courses at UVA would be semesters 1, 2, 3 or 4. 4000-level courses would be reserved for semesters 5 and 6. This is only a general guideline, however. If an argument can be made that a particular semester 3 or 4 course, for instance, should really be the equivalent of a UVA 4000-level course, the student will have to provide ample documentation and get the approval of the appropriate UVA department. **Note: Courses at the CIEF transfer at the 3000-level only.**

Semestre 1	Equivalent to 1st semester, 1st year of coursework in an American undergraduate degree program
Semestre 2	2nd semester, 1st year in American undergraduate degree program
Semestre 3	1st semester, 2nd year ...

Semestre 4	2nd semester, 2nd year ...
Semestre 5	1st semester, 3rd year ...
Semestre 6	2nd semester, 3rd year ...

The License degree is awarded after 6 semesters of higher education. The Masters I degree begins in the 7th semester of higher education.

Full academic year: If you are in Lyon for the full academic year, you may choose courses offered in either semester.

Fall semester only: If you are in Lyon for the “premier semestre” (Fall semester, Sept-January) you should only choose courses from the odd-numbered semesters (Semestres 1, 3, 5).

Spring semester only: If you are in Lyon for the “deuxième semestre” (Spring semester, January-June), only choose courses from even-numbered semesters (Semestres 2, 4, 6)

Course Approvals

Course Approvals: Before Going Abroad

While putting together a list of possible classes you might like to take while abroad, you should review the courses required for your major.

Departmental contacts for education abroad course approval and transfer credit can be found here: <http://college.as.virginia.edu/ugrad-directors>.

Please be mindful of advanced courses or very specialized courses for which you may not be fully prepared. For instance, do not take an advanced literature course if you have not already taken a 3000-level literature course at UVA or your home institution.

Please keep in mind that feeling uncertain or confused about picking courses before you arrive in Lyon is completely natural and to be expected. Do not worry too much about this before you leave; all your questions will be answered once you arrive in Lyon and meet with an academic advisor.

Course Approvals: While Abroad

Remember to save all course syllabi, exams, papers, etc. from your time abroad.

This can help you if there is any question about course approval or grade disputes.

Transcripts for courses are issued by the Université Lumière Lyon 2. **The Lyon program is a transfer credit program for UVA Students.** UVA students participating in transfer credit programs must get their courses pre-approved as part of the application to the program. Participants should have already secured approval and submitted Study Abroad Transfer Credit Approval Forms to the International Studies Office at the time of application.

You are strongly advised to take a copy of your signed Transfer Credit Approval Forms abroad as a reference in case your course selections change and you need to seek approvals via email.

Remember: Pre-approval is part of your Education Abroad application, but this submission is considered a rough draft as you do not finalize course selection until after you are enrolled at Lyon 2. Some students will seek approval of extra classes to help deal with this ambiguity. Do not worry about the fact that there may be changes, this is normal with this program.

Follow the detailed directions on your Transfer Credit Approval Form carefully and be sure to send the finalized copy that has been signed by all necessary parties to the Education Abroad office to have that requirement checked off on your list of Post Decision requirements.

Course approvals after you leave grounds:

If you need to take a course for which you did not get pre-approval prior to leaving grounds, be sure to follow all of the pre- and post-approval steps:

Review the directions on the Transfer Credit Form you completed. Each college has a slightly different process. Follow the process for your college carefully fill and in a new Transfer Credit Form with your actual courses. You can seek approval via email if you are no longer on grounds. Save a copy of this email correspondence. Share the finalized and approved form, and supporting emails (if that is how you received approval) with your Education Abroad Advisor.

If you don't have a copy of your Transfer Credit Approval Form saved on your computer (recommended) there should be a copy saved in your Education Abroad Account. You can also download a blank copy from your application, there is a link to the various versions of the form for each college in the item in your application concerning Transfer Credit.

Transferring Credit

In order for your study abroad credits to be posted to your UVA records:

All courses must be pre-approved on the Study Abroad Transfer Credit Approval Form or, for approvals after the program has begun, the correspondence as outlined above.

You must earn the minimum transfer grade or better:

CLAS	SEAS	Curry	Architecture	Commerce	SON	Batten
C	C	B+	C-	C	C-	C

The On-Site Coordinator in Lyon will mail two copies of your transcript to UVA. One will be given to your school of enrollment so that your transfer credits can be posted. One copy will remain on file in the ISO.

If you require a transcript in the future (when applying for graduate school, for example), please contact the ISO (not Lyon 2).

Grades

With both the Transfer Credit Course Pre-Approval Form and your transcript in hand, your transfer credits will be listed on your academic record.

Grades for these courses will not be factored into your UVA GPA. However, if applying to graduate or professional school in the future, most schools will want to see copies of all your transcripts, including study abroad transcripts and grades.

At Lyon 2 you will be graded on a scale of 0 to 20. In order to obtain transfer credit for your courses, you must receive a grade of at least 10 out of 20. It is strongly recommended that you diligently keep copies of your notes, papers, etc. for each course. This documentation may come in handy when determining transfer credit.

The following scale will give you an indication of how the French grading scale compares to the American system. This scale is for your own benefit to know how your performance abroad compares to your performance at UVA

14-20 = A

11-13 = B

10 = C

Below a 10 = No credit

UVA Transcript

Once a transcript is received, the credits you earned will be listed on your transcript as “credit received” in accordance with your transfer credit approvals. **Your transcript must match your transfer credit approval forms for your credit to be processed. Credits will not factor into your UVA GPA. See below a sample unofficial UVA transcript of how credit will appear in your UVA record.**

Test Credits				2009 Fall						
Test Credits Applied Toward Arts & Sciences Undergraduate				School:	College & Graduate Arts & Sci					
Transferred to Term 2008 Fall as				Major:	Arts & Sciences Undeclared					
ENLT	249	Intro Lit Crit	TE	ANTH	2660	Peoples of Polynesia	B+	3.0		
ENWR	110	Accelerated Academic Writing	TE	ARTH	2871	The Arts of India	B+	3.0		
SWR	000	Second Writing Requirement	TE	ECON	2010	Principles of Econ: Microecon	B+	3.0		
Test Credit Total:				3.00	HIUS	3456	U.S. Foreign Relatn Since 1914	B	3.0	
					PLCP	2120	Politics of Developing Areas	B+	3.0	
					Curr Credits	15.0	Grd Pts	48.600	GPA	3.240
					Cuml Credits	46.0	Grd Pts	155.600	GPA	3.383
Transfer Credits				2010 Spring						
Transfer Credit from Inst Internatnl Educ Students				School:	College & Graduate Arts & Sci					
Applied Toward Arts & Sciences Undergraduate Program				Major:	Art - Art History					
Incoming Course				Major:	Foreign Affairs					
AH	231	Renaissance & Classical Herita	TM	ARTH	3559	New Course: ARTH	A-	3.0		
Transferred to Term 2010 Fall as				Course Topic:	Greek Sculpture					
ARTH	2251	Italian Renaissance Art	TM	GERM	3000	Intensive Grammar	B+	3.0		
Incoming Course				ITAL	1020	Elementary Italian II	A	4.0		
AH	325	Medieval Art in Rome	TM	PLAP	1010	Intro to American Politics	B	3.0		
Transferred to Term 2010 Fall as				PLCP	3110	The Politics of Western Europe	B	3.0		
ARTH	2151	Ealy Christian & Byzantine Art	TM	Curr Credits	18.0	Grd Pts	55.000	GPA	3.438	
Incoming Course				Cuml Credits	62.0	Grd Pts	210.600	GPA	3.397	
IR	251	Internl Peace & Conflict Resol	TM	Honor:	Dean's List					
Transferred to Term 2010 Fall as				2010 Summer						
FLIR	3500	Special Topics	TM	School:	College & Graduate Arts & Sci					
Incoming Course				Major:	Art - Art History					
IR	343	Italy & US: Hist of Long Inter	TM	Major:	Foreign Affairs					
Transferred to Term 2010 Fall as				PLCP	4150	Comparative Public Policy	A-	3.0		
FLIR	3000T	Non-UVa Transfer/Test Credit	TM	Curr Credits	3.0	Grd Pts	11.100	GPA	3.700	
Incoming Course				Cuml Credits	65.0	Grd Pts	221.700	GPA	3.411	
IT	201	Intermediate Italian I	TR	2010 Fall						
Transferred to Term 2010 Fall as				School:	College & Graduate Arts & Sci					
ITAL	2010	Intermediate Italian I	TR	Major:	Art - Art History					
Transfer Credit Total:				16.00	Major:	Foreign Affairs				
					ZFOR	3558	International Study	N	0.0	
					Course Topic:	External Transfer Credit Pgm				
					Curr Credits	0.0	Grd Pts	0.000	GPA	0.000
					Cuml Credits	65.0	Grd Pts	221.700	GPA	3.411
				2011 Spring						
				School:	College & Graduate Arts & Sci					
				Major:	Art - Art History					
				Major:	Foreign Affairs					

Registration In SIS

Clicking the "commit" button on your ISO study abroad application at <https://educationabroad.virginia.edu/> confirms your participation in a study abroad program. The ISO will register you into a course titled ZFOR 3512 International Study. In addition to maintaining your UVA enrollment for the term, allowing you to be billed appropriately, and facilitating the use of financial aid, this registration adds a note to your academic transcript documenting your study abroad experience. **You cannot register yourself for ZFOR 3512 and you should not register for courses on grounds for the term in which you will be abroad.**

Registering For Courses On Grounds

Shortly before course enrollment begins for the following semester (early April for the fall semester), you will be able to login to SIS to view your enrollment appointment, the date and time at which you can begin course enrollment. Your on-Grounds course registration time will not be impacted by your being abroad. However, you should pay attention to the time difference and plan accordingly. You should notify your advisor that you are abroad so can arrange for email advising if needed.

The University Registrar (UREG) will ensure that you are not given an Advisor Hold, but you will need to clear any and all other holds that you may have on your record. You will enroll in courses through SIS in the usual fashion.

If your appointment time is particularly inconvenient due to the time difference or lack of access to the internet, you may send a list of your desired courses to UREG at ureg@virginia.edu, who will attempt to enroll you at the appropriate time. You should include a list of possible

alternate courses. *****UREG will only enroll students during normal business hours (M-F, 8am-5pm EST)***.**

Academics for Non-UVA Students

Registration in the UVA Student Information System (SIS)

Clicking the “commit” button on your UVA study abroad application at www.virginia.edu/studyabroad confirms your participation in this study abroad program.

Committing to your program is an essential step in your choice to participate.

After you have completed your post-acceptance documents, you will be “quick admitted” to the University of Virginia and will receive an email with instructions on how to access your account in the UVA Student Information System (SIS). **Please verify your junk email folder to ensure that you receive this important message;** keep the email for reference purposes as it will contain your UVA SIS ID and your UVA Computing ID. Your course enrollment, grades, program bill, payment due dates will all be recorded in the SIS, but you must first establish a password in order to access the SIS.

You will be registered into a course titled ZFOR 3512 International Study, allowing you to be billed appropriately.

Course Approval and Transferring Credit

Students are expected to understand and follow the course approval and transfer credit process of their home institution. One official transcript from Université Lumière Lyon 2 is provided at no additional cost. The UVA program coordinator in Lyon, will mail your official Lyon 2 transcript to the UVA International Studies Office (ISO). The ISO will then mail your transcript to the address provided on the Approval of Participation Form that you submitted in your application.

Transcripts are typically available three months after the program has been completed. **You will not receive grades or a transcript from UVA.** You may request a transcript from the UVA, which will indicate that you were enrolled in “International Study” for the semester but no credits or grades will be indicated on this transcript. **Students with outstanding bills will not receive a transcript.**

While Abroad

Academic Orientation Session

Upon arriving in Lyon, all students will participate in a required orientation course (PRUNE) run

by the Centre International d'études françaises (CIEF). This orientation course is designed to help you fine-tune your grammatical and oral skills and help teach you how to write the different types of papers you will need for your university classes. The last four hours of the class focus on one specific subject, such as reading, writing, as well as the differences between literature and social science courses, and are meant to help prepare you for what real university classes in these areas are like in a French university.

Depending on the length of the course, you will receive either 2 or 3 credits for “3000T–Workshop in French Language and Culture.” Students arriving in the spring semester who wish to obtain 3 credits for this course have the option of enrolling in the 40-hour semester course “Soutien et Méthodologie” offered by the CIEF at no extra cost.

Details:

1. Stage de pré-rentree universitaire (prior to the start of the semester, **mandatory for all students**)

Often called “PRUNE” or “Pre-academic year course” or “Orientation program”

- 2 (Spring) or 3 (Fall) UVA credits which count toward the French major or minor
- Students in the spring semester may obtain an additional one-credit by taking the CIEF’s “stage de suivi linguistique et methodologique” (SLM)

2. Stage de suivi linguistique et methodologique (during the academic year)

- 42 hours
- Free for students enrolled in our program
- Not for transfer credit unless you take it in the spring semester as a one-credit add-on to the PRUNE
- This course requires a placement test, the date and time of which are announced in Lyon.

Finalizing Course Selection

You can shop around for your courses at the beginning of the semester. Typically, you will not need to finalize your registration in a given course until 1 to 2 weeks into the semester. This gives you the flexibility to try out several courses and then to narrow down your list to the ones for which you will finalize your registration and be graded. If you wish to compare classes before finalizing, be sure to select more classes than you need, as you must maintain full time class registration while you are abroad.

For example, if you know that you have to fulfill a requirement for a 4000-level French literature course, get as many possibilities pre-approved as possible prior to departure. Once you get to France, you’ll have the flexibility to choose the one you want after trying out a few first. Student recommendations, professor disposition, personal interest, room acoustics, other course scheduling issues are all factors that may affect which courses you end up choosing after trying out a few options.