REGULATION RELATING TO THE ORGANISATION OF THE EXAMINATION TO TEST FOR SUFFICIENT KNOWLEDGE OF THE FRENCH LANGUAGE TO ATTEND A 1st CYCLE YEAR OF STUDY

In light of the Decree of 5 September 1994 relating to University studies and academic grades, particularly Article 16, line 5, as modified by the Decree of 3 March 2004 and Chapter VII;

In light of the Decree of 31 March 2004 defining higher education, encouraging its integration into the European Higher Education Area, and refinancing universities, in particular Article 49, §2;

In light of the Order of the Government of the French Community of 14 July 1997 relating to Belgian and foreign degrees which show proof of sufficient command of the French language;

In light of the Order of the Government of the French Community of 28 October 2010 relating to examinations to test for sufficient knowledge of the French language in higher education;

In light of the interuniversity agreement of 7 July 1997 relating to methods for organising French language exams;

The Board of Directors of the University of Liège issues this regulation:

Article 1 - After consultation with the CRef, the Board of Directors fixes, for each academic year, at least two dates upon which the French language exam will be organised. It also sets the dates for enrolling for the exam and the deliberation;

Article 2 - Upon the Faculties proposition1 who each nominate their representative, the Board of Directors appoints the jury for the French language exam and nominates a President. The Director of the French Department in the technological support unit ‘Higher Institute for Modern Languages’ is charged by the Board of Directors with organising the exam: it forms part of the jury and acts as the Secretariat.

Article 3 - No-one may take part in the examination of a partner, spouse or parent, up to and including to the fourth degree. For ethical reasons, any juror may request to be replaced by the Faculty for the purposes of examining a particular student.

Article 4 - Members of the jury are invited by the Director of the French Department of the technology support unit 'Higher Institute for Modern Languages' to participate in its preparation, organisation and evaluation.

The Director communicates to the jury the results obtained by candidates in various exam sessions, as well as the background documents (copy of the written exam and report from the oral exam).

Article 5 - The exam may only be taken twice during the same academic year. As long as the student has not passed this exam, they may not take any exams for the study year underway.

Article 6 - the exam is public. There is a written part and an oral part. It will take place in University premises which are made accessible to the public. When confirming their registration, students will be told of the time and place of their exams. They will also receive a copy of this regulation.
Article 7 - With a view to the deliberation, the written and oral exams will receive a grade expressed in a whole number between 0 and 20.

Article 8 - Exam grades are submitted to the secretary of the jury no later than the day before the deliberation.

Article 9 - Jury members' presence at the deliberations is compulsory. Members of the jury who are unable to attend a deliberation must provide the President with a commentary justifying the grades which, given the student's overall results, are likely to lead to a resit.

Article 10 - The jury may only deliberate if at least 3/5 of its members are present. The jury deliberate as a group as to whether students have passed or must resit. The deliberations of the jury are held in secret.

Article 11 - Decisions are taken by majority vote; in the event of a split vote, the President has the casting vote. It is forbidden to abstain. Decisions of the jury must be justified and recorded in the minutes.

Article 12 - The results of the deliberations are proclaimed by the President of the jury in a public session. This may be restricted to a proclamation of passes.

Article 13 - After the proclamation, the student has the right to find out, from the Secretary of the jury or his or her representative, the grades relating to each of the exams which he or she has taken.

He or she also has the right to consult their written exam and his or her evaluation, within two months of the proclamation. The jury may specify when copies can be consulted.

Article 14 - After the proclamation, the results of the deliberations - pass or resit - are posted by the Secretary of the jury. Under no circumstances will transfer of a grade from one academic year to another or between exams taken in other institutions.

Article 15 - Within two weeks of the exam, the University will send students a document notifying them of their results. The Director communicates to the jury the results obtained by candidates in various exam sessions, as well as the background documents (copy of the written exam and report from the oral exam).

Passing the French language exam – 1st cycle, indicates that the student has achieved a level equivalent to level B2 in the Common European Framework of Reference for Languages published by the Council of Europe.

This certificate is valid in all Hautes Ecoles and all Universities in the French Community of Belgium.

Article 16 - The present regulation applies to the academic year 2011-2012.