

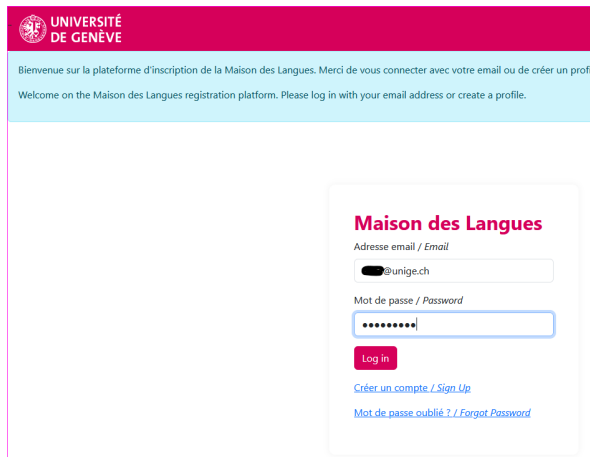
Registration procedure for the Maison des Langues courses for incoming exchange students

1. Create your profile
2. Take the placement test
3. Choose your courses
4. Request a course change or a cancellation

1. Create your profile

To create your account [on our platform](#), enter a valid email address (private or institutional) and a password (don't forget to write it down!).

This account will be valid for the entire duration of your stay in Geneva.



The screenshot shows the registration page of the Maison des Langues platform. At the top, there is a red header with the University of Geneva logo and name. Below it, a light blue banner contains a welcome message in French and English. The main content area is white and features a registration form titled 'Maison des Langues'. The form has two input fields: 'Adresse email / Email' with a placeholder '@unige.ch' and 'Mot de passe / Password' with a masked password '*****'. Below the password field is a red 'Log in' button. At the bottom of the form, there are two links: 'Créer un compte / Sign Up' and 'Mot de passe oublié ? / Forgot Password'.

Password rules :

- At least 8 characters
- At least one uppercase letter
- At least one lowercase letter
- At least one number
- Special characters are not allowed

- ✓ Indicate your last and first names **as they appear on your identity documents.**

Nom de famille / *Surname**

Tel qu'indiqué sur votre pièce d'identité / *As stated on your identity card*

Enter your surname

Prénom / *Name**

Tel qu'indiqué sur votre pièce d'identité / *As stated on your identity card*

Date de naissance / *Birthdate**

jj . mm . aaaa

Adresse / *Address**

1234 Main St

Pays / *Country**

SUISSE

Ville / *City**

Enter your city

Zip / *Zip**

Enter your zip

☐ J'accepte la [Politique de Confidentialité](#) / I agree to the [Privacy Policy](#)

Login

Formulaire d'informations sur le statut / Status Information Form

Affiliation / Affiliation*

- ☒ Université de Genève / University of Geneva
- ☐ Graduate Institute
- ☐ HES-SO
- ☐ HUG

Statut / Status*

- ☐ Etudiant-e régulier/ère / Regular student
- ☒ Etudiant-e d'échange / Boursier-ère d'excellence / Exchange student or Excellence Scholarship
- ☐ Collaborateurs/trices (PENS & PAT) / Staff Members (PENS & PAT)
- ☐ Membre Association Alumni / Member of the Alumni Association
- ☐ Participant-e Formation continue / Continuing education participant

Faculté / Faculty*

- ☐ Droit / Law
- ☒ Economie et management / Economics & Management
- ☐ Lettres / Humanities
- ☐ Médecine / Medicine
- ☐ Psychologie et Sciences de l'éducation / Psychology and Educational Sciences
- ☐ Sciences / Sciences
- ☐ Sciences de la société / Social Sciences
- ☐ Théologie / Theology
- ☐ Traduction et interprétation / Translation and Interpretation
- ☐ Autre / Other

Justificatif / Written proof*

Veuillez télécharger votre attestation d'hôte du SMAC au format PDF (max. 4 MB) / Please upload your host certificate from the SMAC in PDF format (max. 4 MB)

Parcourir... **Lettre invitation mobilité Genève.pdf**

Numéro d'étudiant / Student Number *

Entrez votre numéro d'étudiant au format XX-XXXX-XXXX / Enter your student number in the format XX-XXXX-XXXX

XXXX-XXXX-XXXX

Adresse Email / Email Address *

Veuillez saisir une adresse mail valide / Please enter a valid email address.

XXXXX@etu.unige.ch

Submit

ATTENTION :

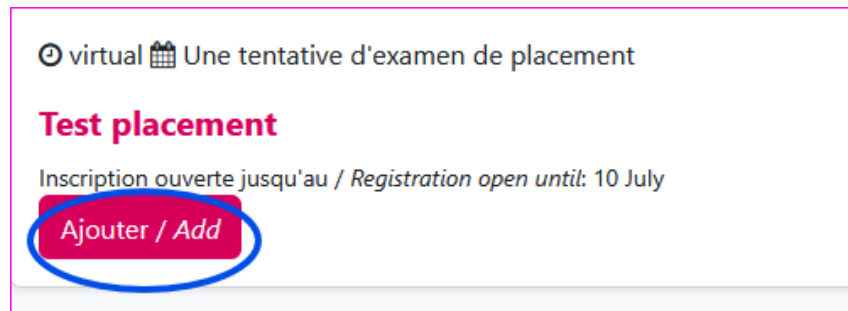
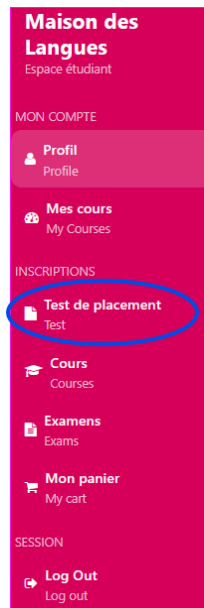
- ✓ **Proof of enrolment (*justificatif*)** = upload the invitation letter you received from the SMAC.
- ✓ **Student number** : enter the special number provided to you by SMAC — don't forget the **hyphens** !
- ✓ **Email address** => use your UNIGE, personal, or home university email address.



Click on "**Submit**" : you will receive an email at the address provided to confirm your status.

2. Take the placement test (mandatory)

To choose the courses adapted to your level, you must first take a placement test.



- ✓ One free placement test per semester is offered by the Maison des Langues to exchange students.
- ✓ If you are a complete beginner, you don't need to take the placement test.

Please click on the link in the **confirmation email** to receive your personal code from our partner ELAO.

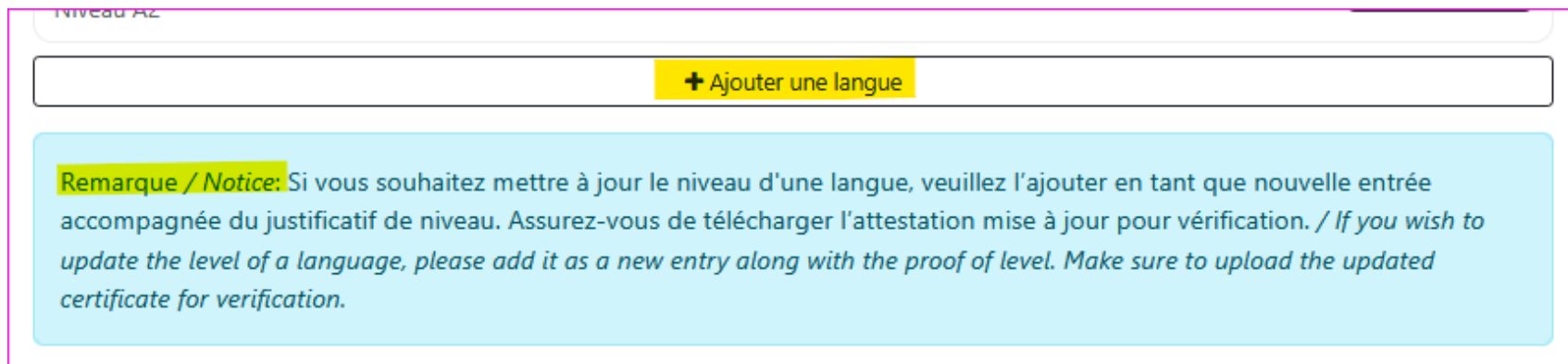
Be careful when entering **your password (*Mot de passe*)** !

ID	70704
Nom	██████████
Prénom	████
Email	██████████@gmail.com
Inscription	Test placement virtual Une tentative d'examen de placement
Prix	CHF 0
Lien vers le test	Liën
Mot de passe	██████████ ←

✓ For more details, please read carefully the procedure for the ELAO tests available on our website **before** starting your test.

3. Choose your course

- ✓ Once your placement test done, from your account, under your personal information, click on “+ Add a language” (+Ajouter une langue)



The screenshot shows a user interface for managing language courses. At the top, there is a header with the text "Niveau AZ". Below this, there is a horizontal bar with a yellow button labeled "+ Ajouter une langue". Underneath this bar is a light blue box containing a notice in French and English. The notice states that users should add a new entry with a level certificate to update their language level. The entire interface is enclosed in a pink border.

Niveau AZ

+ Ajouter une langue

Remarque / Notice: Si vous souhaitez mettre à jour le niveau d'une langue, veuillez l'ajouter en tant que nouvelle entrée accompagnée du justificatif de niveau. Assurez-vous de télécharger l'attestation mise à jour pour vérification. / *If you wish to update the level of a language, please add it as a new entry along with the proof of level. Make sure to upload the updated certificate for verification.*

Langue / Language

Dans quelle langue souhaitez-vous suivre des cours ?*

*Which language would you like to take courses in ?**

Français

Je connais déjà mon niveau (test de langue ou examen)*

*I already know my level (language test or exam).**

Yes

Niveau Acquis*

*Level Acquired**

A2

Attestation

Attestation*

Veuillez télécharger une preuve de votre niveau. Cela nous aidera à vous placer dans le groupe le mieux adapté à vos compétences.

Please upload proof of your level. This will help us to place you in the group best suited to your skills.

Parcourir... f_E_1812541_2668.pdf

Only PDF files are allowed.

Type d'attestation de niveau Attestation Type*

Sélectionnez le type d'attestation que vous téléchargez.

Please select the type of certificate you are uploading.

Attestation ELAO

Submit

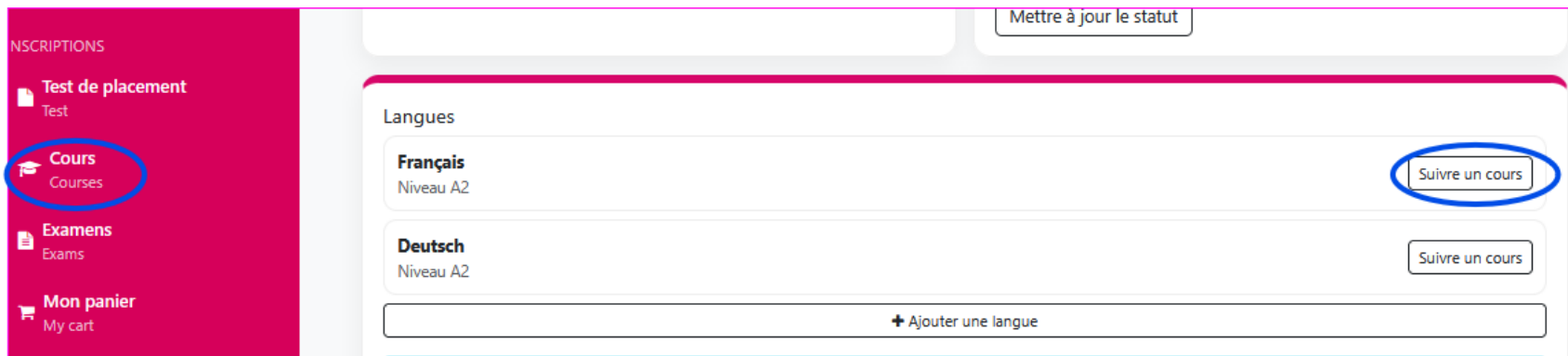
ATTENTION :

- ✓ Which language would you like to take courses in? → select **"Français"** (Français L1 = courses intended only for native French speakers !)
- ✓ Level acquired : if you are a complete beginner, please select A0. Otherwise, indicate the level you obtained in your placement test.



Attestation : please upload the result of your placement test in PDF format.

- ✓ To view the courses you have access to, click on “Cours / Courses” in the menu on the left, or on the "Suivre un cours" button:



- ✓ The courses shown are those that correspond to the announced level.

You can display the courses according to different filters

Course information:
price, timetable, level, period,
terms and conditions, language

General or thematic
course

Rechercher un cours / Search courses... Réinitialiser / Reset

Langue / Language **Cours type / Type of Course** **Modalité / Format**

Français Deutsch Cours généraliste Cours thématique Intensif Semestriel

15 / 15 cours affiché(s) / shown

Français A2 (JE)
Cours généraliste

260 CHF Jeudi 12h15-13h45 A2 semestre de printemps 2026 semestriel Français

Ajouter / Add

Français A2 (MA)
Cours généraliste

260 CHF Mardi 14h15-15h45 A2 semestre de printemps 2026 semestriel Français

Ajouter / Add

Français Jeux de grammaire et de lexique A2
Cours thématique

280 CHF Jeudi 10h15-11h45 A2 semestre de printemps 2026 semestriel Français

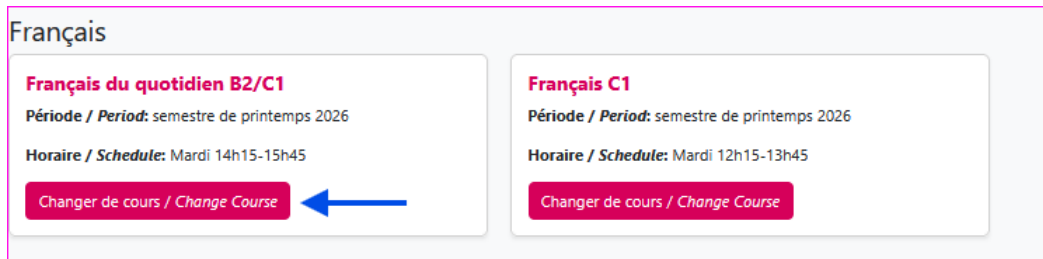
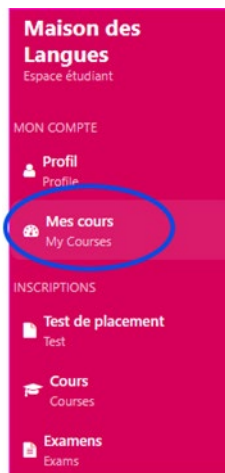
Ajouter / Add

- ✓ As an exchange student, you can take up to 2 free French courses per semester: **one general course** and **one thematic course** (max. 4 hours/week). These courses are offered free of charge by the Maison des Langues.
- ✓ Additional semester-long French courses, as well as semester-long courses in other languages and intensive courses, are subject to a fee.
- ✓ You can find the complete list of our courses and all practical information (description, schedule) in the [Vie de Campus Catalogue](#).

- ✓ If you wish to take courses in another language, you will need to repeat these steps starting from 'Add a language'. ([page 7](#)).
- ✓ If you stay for the whole academic year and wish to take classes again in the spring semester, log in to your account and follow the instructions starting on [page 9](#).
- ✓ Pay attention to the **application deadline** mentioned on our website.

4. Request a course change or a cancellation

- ✓ Requests for course changes or cancellations must be made **within the deadlines** stated on our website.
- ✓ From your account, click on "My courses" and then "Change course".



Détails du cours actuel / Current course details

Intitulé du cours / Course title: Français du quotidien B2/C1

Langue / Language: Français

Type / Type: semestriel

Horaire / Schedule: Mardi 14h15-15h45

Délai d'annulation / Cancellation deadline: 01-03-2026

Veillez noter : En cas de remboursement, des frais administratifs seront déduits conformément aux conditions d'annulation indiquées sur notre site web. / Please note: In case of a refund, administrative fees will be deducted according to the cancellation conditions indicated on our website.

Choisissez entre un cours de remplacement ou une annulation

Select a replacement course or choose to cancel your application

☒ **Intitulé du cours / Course title :** Français Argumentation B2

Niveau / Level: B2

Langue / Language: Français

Type / Type: semestriel

Horaire / Schedule: Mercredi 12h15-13h45

☐ **Intitulé du cours / Course title :** Français B1 (JE)

Niveau / Level: B2

Langue / Language: Français

Type / Type: semestriel

Horaire / Schedule: Jeudi 12h15-13h45

☐ **Intitulé du cours / Course title :** Français B2 (JE)

Niveau / Level: B2

Langue / Language: Français

Type / Type: semestriel

Horaire / Schedule: Jeudi 12h15-13h45

**Courses at the same level
available for a change**

