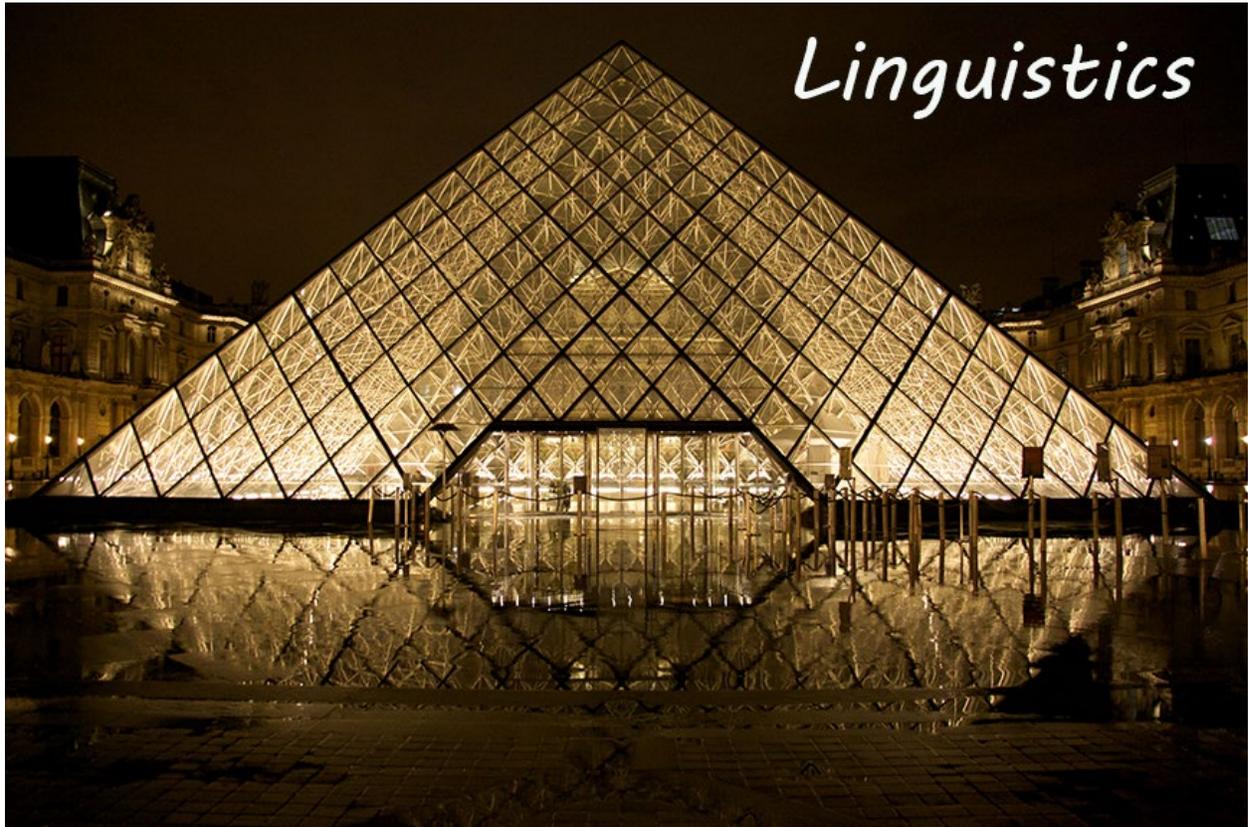


# French Linguistics Program Guide

Department of French & Italian  
Indiana University – Bloomington  
Academic Year 2022-23



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## Introduction to Areas of Study

The Graduate Program in French Linguistics at Indiana University, the oldest such program in the United States, offers a wide variety of courses in French Linguistics and provides access to countless related courses in departments such as Linguistics, Second Language Studies, Speech and Hearing Sciences, Psychology, and others. For the graduate students who have financial support from our department, please note that the fee remission only covers courses that are directly related to graduate degrees within the College of Arts & Sciences.

Below are some of the areas in which our faculty conduct research and offer courses:

1. *Structure of the Language* (descriptive and theoretical approaches): phonology, morphology, syntax, semantics, lexicology
2. *Sociolinguistics and Dialectology*: language variation and change, varieties of French outside France, bilingualism, minority languages of France, norms, standardization, pidgin and Creole studies
3. *Language contact*: areal linguistics, language attrition, endangered languages, French-based pidgins and creoles
4. *Second Language Acquisition*:
  - a. theoretical approaches to SLA
  - b. pedagogical applications: foreign language methodologies, materials development (including computer-assisted instruction)
5. *Applied Linguistics*: language pedagogy, language attrition, language policy, lexicography
6. *History of the Language*: origins and development of the French language, structure of Old and Middle French, structure of Old Occitan, theoretical approaches to language change

## Degrees and Requirements

This document has been compiled as a reference guide and resource for graduate students in the Department of French and Italian. However, for the purposes of degree conferral, the University Graduate School recognizes ONLY the University Graduate School Bulletin. Students are automatically evaluated using the bulletin in effect at the time of matriculation but may request to use a later bulletin. Degree completion is evaluated based on the approved version of the Graduate Bulletin in its entirety; degree requirements cannot be mixed and matched across different versions of the bulletin.

For full information on Graduate School policies, please consult the Indiana University Graduate School Bulletin online at the following URL:

[graduate.indiana.edu/academics-research/bulletin.shtml](http://graduate.indiana.edu/academics-research/bulletin.shtml)

## Grading Policy

Graduate courses at Indiana University use the same grading scale as undergraduate courses, from A to F. Courses completed with grades below C are not counted toward degree requirements, but such grades will be counted in calculating a student's grade point average. Furthermore, grades obtained in graduate school are to be interpreted as follows:

1. Grades A+, A, A- are given when the student's performance in the course is of a quality expected of an MA student who shows potential for doctoral studies or a PhD student.
2. Grades B+, B, B- are given when the work done is appropriate for an MA student, but is not of the quality expected of an MA student who shows potential for doctoral studies or a PhD student.
3. Grades below B- are given when the work is not of the quality expected of graduate students in the program.

## MA in French Linguistics

### *The Degree*

The MA degree in French linguistics can serve as a stepping stone to the PhD and can also prepare students to teach in private high schools and junior colleges or to work in other fields such as software development, translation, publishing, government, or business. A candidate can obtain the MA in two years. Up to nine hours of transfer credit may be counted toward the degree with the approval of the Director of Graduate Studies and the Graduate School. Courses used to fulfill requirements for an MA degree completed elsewhere cannot be transferred while the student is in the MA program but may be counted later toward the PhD (see below).

### *MA Degree Requirements*

- 30 credit hours of graduate work with at least 20 hours in FRIT-F linguistics courses.
- Required courses as outlined below
- Reading proficiency in a language selected from the following list: a modern Romance language other than French (Haitian Creole may count), a regional/minority language of France, German, Russian, Latin, or Classical Greek. For further details, see Language Requirements.
- Written examinations in two areas of French Linguistics
- No thesis.

### *Language Requirements*

Reading proficiency is normally demonstrated either by exam (consult the appropriate department for details), by completing the second half of the appropriate graduate course series (FRIT-M 492, HISP-S 492, GER-G 492, CLAS-L 400, LING-C 502, etc.) with a grade of B or better, or by successfully completing a graduate course taught in the language. The language selected for the MA may count toward the PhD requirement.

For Gallo-Romance languages like Occitan and Picard and regional languages like Breton, reading proficiency is normally demonstrated by successfully completing F581. For specialists in the history of French, we highly recommend the study of both German and Latin (in addition to the Romance language). Please note that the credits for FRIT-F 581, CLAS-L 300 and L 400, and LING-C 501 and C 502 count toward the 30 hours of MA or the 65 hours of PhD coursework. The 491-492 sequence, regardless of language, does not carry graduate credit, but can be covered by the fee remission. Upon attaining proficiency through any means other than coursework, please have the relevant department verify completion by sending a memo to the Graduate Student Services Coordinator.

### ***Coursework***

The first two years of the MA/PhD program are critical for acquiring basic analytical skills. The following courses are required for the MA.

#### *Required Courses*

- a) F572 Practicum in College French Teaching (1cr.) (required for all AIs)
- b) F573 Methods in College French Teaching (3cr.) (required for all AIs)
- c) One of the following three courses:
  - a. F574 Thème et Version (3 cr.)
  - b. F578 Contrastive Study of French and English (3 cr.)
  - c. F581 Structure of a Regional Language of France (3 cr.)
- d) F580 Applied French Linguistics (3 cr.)
- e) F576 Introduction to French Phonology (3 cr.)
- f) F577 Introduction to French Syntax (3 cr.)
- g) F579 Introduction to French Morphology (3 cr.)
- h) F582 Introduction to French Semantics (3 cr.)
- i) F603 History of the French Language I (3 cr.)

If planning on continuing to the PhD after the MA, please consult with the Director of Graduate Studies to consider enrollment strategies designed to fulfill the doctoral degree requirements considering available funding, transferrable graduate credits, and Thesis Credit (F875) enrollments.

Electives may be chosen from advanced courses in French Linguistics or from appropriate courses in other programs and departments.

**Note:** An AI who fulfills all of the course requirements in the normal way will have 25 hours in French rather than the minimum 20. If, however, a student is able to exempt one or more of the French courses due to comparable coursework at another institution, only the 20-hour minimum is required. Such exemptions might, for example, allow the student to take additional relevant courses in the Linguistics or Second Language Studies Departments.

*Advanced Courses in French Linguistics*

F581	Structure of a Regional Language of France*
F604	History of the French Language II
F670	Advanced French Phonology
F671	Advanced French Syntax
F672	French Dialectology and Sociolinguistics
F673	Topics in the Learning and Teaching of French
F675	Studies in French Linguistics (topics vary)
F676	Structure & Sociolinguistic Aspects of Haitian Creole and Haitian French
F677	French Lexicology & Lexicography
F678	Advanced French Morphology
F679	French-Based Pidgins and Creoles
F680	Language Contact
G611	Romance Linguistics (as available)

\* F581 will not count toward the five 600-level course requirement in the PhD program, but can fulfill the Romance language or regional/minority language of France requirement.

*Suggested Courses in General Linguistics*

## a) Theoretical Linguistics:

L541 Introductory Phonetics  
L542 Phonological Analysis  
L543 Syntactic Analysis  
L614 Alternative Syntactic Theories  
L641 Advanced Phonetics  
L642 Advanced Phonological Description  
L643 Advanced Syntax

## b) Sociolinguistics &amp; Historical Linguistics:

L520 Sociolinguistics  
L530 Introduction to Historical Linguistics  
L620 Advanced Sociolinguistics  
L625 Language Contact  
L636 Pidgin and Creole Linguistics  
L670 Language Typology

## c) Courses in Computational Linguistics (e.g., L545, L615, L645)

## d) 700-level seminars in various areas

### *Suggested Courses in Second Language Studies*

S511 Second Language Syntax  
S512 Second Language Phonology  
S532 Foundations of Second Language Acquisition  
S533 Second Language Acquisition Research Design  
S536 Research in Second Language Pedagogical Contexts  
T539 Pragmatics and Second Language Learning  
S605 Second Language Processing  
S632 Current Research in SLA  
S640 Discourse Analysis  
S660 Contrastive Discourse  
S670 Language Typology  
700-level seminars

### ***The MA Examination***

#### *I. MA Exams*

Candidates for the MA degree must sit for two written exams. Students must select one area from Group A below and one area from Group B:

**Group A:** Applied Linguistics, History of the Language, Pedagogy/Second Language Acquisition

**Group B:** Phonology, Syntax

To be admitted to the PhD program, the student must select from one of the first two areas in Group A; that is, excluding Pedagogy/Second Language Acquisition.

To qualify for the Master's exams, students must have completed all courses previously taken. Specifically, students with Incompletes will not be allowed to sit for the exams. Although English is the primary language of the exams, one essay of one exam must be written in French. The exams are given twice yearly, upon request, in August and in January.

The Graduate Student Services Coordinator maintains and makes accessible a file of the exams given at the three most recent sittings. These exams can be found on OneDrive, in a folder titled FRIT Graduate Student Resources. The direct link is [here](#).

All students must take their MA exams no later than the spring semester of their second full academic year on campus, although rare exceptions may be made on a case-by-case basis. Students must signal their intent to sit for the examination and the fields in which they wish to be examined to the Graduate Student Services Coordinator no later than 60

days prior to the exams. When indicating their choice of fields, MA candidates should also indicate in which field they will write their French essay.

The examination is given in two parts, each 2.5 hours in length, typically on the first or second Saturday after the first day of classes of the semester.

A student who fails either part of the MA exam does not thereby lose their guarantee of funding while they continue to be enrolled in the MA or PhD program, provided that they remain within their funding commitment.

#### MA Exam Grading System

0: unsatisfactory

1: mastery\*

2: superior

\**Mastery* in this context means that the student has demonstrated control of key concepts and analytical tools at a level appropriate for a holder of an M.A. degree in French Linguistics.

If either exam receives a score lower than a 1, the student will be advised that he or she needs additional work in the area in question. Such additional work may include taking a further graduate course in that area, or independent study (for which the assessment will likely involve retaking the failed exam). Students who fail a written exam should devise a plan tailored to their needs with the faculty.

**Note:** Please see the Graduate Handbook for information on applying for the MA degree once the faculty have approved your application to advance to the PhD program. The MA degree is NOT automatically awarded by the University Graduate School.

## *II. Admission to the PhD program*

Admission to the PhD program is based on the student's performance in two areas: (1) MA coursework and (2) the student's research preparedness based on the Research Statement and the PhD admission interview (see description below). (The student must also have taken the written MA exam).

Any student who seeks admission into the PhD program in French Linguistics must submit a Research Statement. This document is due no later than the date of the written MA exams. In the document submitted, a student should:

- Describe an interesting research question (based, for instance, on linguistic data that challenge well-established generalizations, new data that raise questions about previous analyses, interesting data that have never been analyzed, etc.), including a clear statement about what makes the issue in question interesting and relevant.

- Situate this project in terms of any related research that they may have already done in their MA coursework (or other prior research), as applicable.
- Include a brief review of the literature on the question.
- Propose how one could proceed to investigate the question and develop an analysis (e.g. an experiment, a corpus study, fieldwork...).
- Provide a brief bibliography of essential references. (Any major citation and reference format is acceptable provided that it is followed consistently).

**Length:** The minimum length is two pages plus a third page for references. The maximum length may be up to six pages including references.

**Note:** Some students have written the Research Statement on an aspect of what they might want to do for the dissertation, while others have simply written on a project that they felt competent to handle effectively. Both approaches are acceptable; there need not be any continuity between the statement and a future doctoral thesis.

Students are encouraged to consult with faculty members about the appropriateness of the question that they wish to discuss, literature that they should review, and their ideas for making a contribution on its analysis. Faculty will NOT read drafts of students' statements, but they are happy to provide guidance on their preparation.

Examples of successful Research Statements can be found on OneDrive, in a folder titled FRIT Graduate Student Resources. The direct link is [here](#). **Note** that these examples reflect the stricter length requirements for Research Statements prior to the academic year 2021-2022.

In their evaluation of the Research Statement, the French Linguistics faculty will assess and make a determination about the student's preparedness for conducting research at a level that is expected of doctoral students. If the faculty determine that sufficient promise for doctoral studies has been demonstrated, the student will be invited to discuss the Research Statement and their research interests at an oral interview that will take place within a month following the date when the student is given the results of their written MA examination. The oral interview will last approximately 45 minutes. After the interview, the faculty will confer to determine whether the student will be invited to continue to the PhD. The decision about admission into the doctoral program made by the faculty is final; specifically, there is no possibility of resubmitting a Research Statement in case the faculty decides not to invite a student to the oral interview, and there is no possibility of a second interview if the faculty decide not to admit a student into the doctoral program. A student who is not invited to continue to the PhD remains eligible to receive an MA, provided that all degree requirements for the MA have been satisfactorily completed.

After the invitation to continue to the PhD is extended, all students are strongly encouraged to meet with the individual faculty members (a) to discuss their performance on the written exams, on the Research Statement, and on the oral interview, and (b) to plan future work.

**Note:** Students should contact the DGS if they have questions about any aspects of degree requirements.

### *III. Time Limit*

The requirements for the MA degree must be completed within five consecutive years. All transfer credits must also be completed within five years. For example, if a student first enrolls in the program in Fall 2018, then they must finish all requirements for the degree (including course work, language requirements and exams) by December 2023.

Revalidation of coursework completed before this five-year period is possible in exceptional cases (see the Graduate School bulletin).

### *IV. Mentors*

During their first semester on campus, students will be assigned a peer mentor, that is, a doctoral student in our program with similar interests who can help the new student find his or her way, answer questions or provide informal advice. New students are also invited to choose a faculty mentor whose role is to serve as informal academic advisor, providing additional support beyond that offered by the Director of Graduate Studies (DGS). The DGS will facilitate selection of mentors.

## **PhD Fast-Track in French Linguistics**

A student who already holds an MA degree from another institution in a closely allied field (e.g. general linguistics, Romance linguistics) may apply for the PhD fast track. If accepted in this track, the student will generally take course work at the MA level for the first year (two semesters) in our program, and then submit the research statement and sit for the oral interview to complete their application to the PhD program. **A student accepted in the fast track** is not required to sit for the MA exams in our program, having already successfully completed a relevant MA elsewhere. Upon successful completion of the oral interview, the student will be formally admitted to the PhD program. All coursework completed in the first year of study will count towards the PhD degree and the student will be permitted to request a transfer of relevant coursework from the previous MA degree. Ph.D. Fast-Track students are expected to complete all required graduate coursework included in the M.A. degree requirements, or transfer equivalent coursework to the Ph.D. degree, in consultation with the Director of Graduate Studies.

## **PhD in French Linguistics**

### ***The Degree***

The PhD program is intended to train scholar-teachers to do advanced research of professional quality in their specific field and to teach French linguistics and language courses at all graduate and undergraduate levels. Students are encouraged to take many different courses in order to discover areas of special interest, acquire the background

necessary for the exams, and prepare for a dissertation as well as a career. Up to 30 hours of transfer credit may be counted toward the PhD degree with approval of the DGS and the Graduate School. (For information on admission to the PhD program, see above.)

### ***PhD Degree Requirements***

- 35 credit hours of graduate course work beyond the MA for a total of 65 credit hours of course work.
  - Four courses in French linguistics at the 600-level (excluding F603)\*
  - 12 credit hours in the minor, either Linguistics (excluding L503) or Second Language Studies (see appropriate department for minor requirements). Other minors are possible with permission of the Director of Graduate Studies.
- 25 hours of Thesis (F875), Elective, or other graduate credits selected in consultation with the Program's Director of Graduate Studies.
- AIs must complete F572 and F573 if they haven't done so already.
- Reading proficiency in two languages as follows.
  - German or Latin
  - A Romance language, a regional/minority language of France, or Haitian Creole
- For further details, see *Language Requirements* under MA Degree Requirements.
- PhD examinations (see below)
- Dissertation

For a list of our advanced courses, see the MA Coursework section above.

### ***The PhD Examination***

The PhD qualifying examination is normally taken after fulfilling all course requirements and prior to beginning work on the dissertation. To qualify for the PhD exams, students must have completed all courses previously taken. Specifically, students with Incompletes will not be allowed to sit for the exams.

The doctoral examination process is made up of two (2) cloistered General Exams, three hours each in length, and one (1) Research Exam, to be completed over a period of one week with access to research materials. Selection of the examination areas will be made in consultation with the student's PhD advisory committee. The exams will normally be taken no later than the second semester of the fourth year of study. The General Exams (cloistered) may be taken in January or September; the Research Exam must be completed during the same semester as the General Exams.

#### ***I. General Exams***

Students select one area from Group A below and one area from Group B. These exams are designed to demonstrate that students have acquired broad knowledge in the field of French Linguistics. Exam answers should contain exposition and argumentation demonstrating that the candidate is well qualified to teach graduate and undergraduate courses beyond their narrow specialization. General preparation includes coursework

beyond the MA level (usually 600-level courses in FRIT or related departments), reading beyond coursework, and review of previous exams. As exam questions will in part be tailored to the student's particular background, candidates should consult early on (i.e., as soon as they have selected their areas) with faculty members specializing in the exam areas.

**Group A:** Lexicology/Lexicography, Language Contact, History of French, Sociolinguistics & Dialectology, Applied Linguistics/Methodology

**Group B:** Phonology, Morphology, Syntax, Second language acquisition

**NB:** Students interested in taking an exam in Applied Linguistics/Methodology in Group A should consult with the Director of Graduate Studies about relevant coursework.

The General Exams shall be written in English; a student may make a special request to the faculty to write in French.

## *II. Research Exam or Article-Length Essay*

### A. Research Exam Option

This exam is designed to demonstrate that students have developed sufficient depth in a particular constellation of research questions and that they are ready to begin work on their dissertations. The area of this exam corresponds to the area of the student's projected dissertation topic and will be distinct from those of the two general exams. The particular question to be addressed, which will reflect the student's research interests, will be assigned at the beginning of the one-week period during which students write the exam. The Research Exam must be written in English.

The Research Exam will normally culminate in an essay which:

- (1) Provides the intellectual background and justification for scholarly attention to the topic, including what is known about the problem from previous work (i.e., a critical review of the literature on the topic) and identifying unresolved questions or new questions that emerge from this work; and
- (2) In a preliminary but sophisticated way, lays out the basic outlines for a study researching these questions, saying enough about a methodology to reveal that the student has given serious thought to the topic and has identified appropriate strategies for data collection and analysis.

As a general rule, the target length is a 30-40 page (double-spaced) essay, with a brief introduction and a conclusion in which the essential aspects of the proposal are highlighted. In this essay, the emphasis should be placed on defining the issues and reviewing existing literature. 75% of your essay should be devoted to the identification of the research question and a critical review of the literature; the remaining 25% should focus on laying out a new study that will contribute new

knowledge on the issue. References (required) and appendices (if relevant) do not count toward the 30-40 page target length.

#### B. Article/Essay Option

- A student may elect to submit an article-length essay for consideration by the faculty in lieu of the research exam. The topic of the essay, like the research exam it replaces, would be (at least broadly) related to the dissertation topic and take significant steps towards that topic.
- For an essay to be accepted, it must be deemed of "publishable quality". This term is intended to refer specifically to the nature of the study being written up (its intellectual merits, research questions, sample size, methodologies, analysis, etc.) rather than to the mechanics of the write-up itself (matters of editing, word choice, minor organization, and the like). The study being written up must be found to be of sufficient significance and merit that one could envision its being published in a professional peer-reviewed linguistics journal. (Nonetheless, although not the main criterion for evaluation, the student's work must be written in appropriate and well-edited academic prose).
- The essay may have started out as a course project or term paper that the student has further developed, or it may be an entirely new piece. Students are encouraged to discuss their ideas with faculty before formally submitting their essay. Faculty may provide informal oral feedback during this discussion stage, but they will not provide comments on written drafts of the essay.
- A student who wishes to submit an essay must do so no later than the semester in which they sit for the two cloistered qualifying exams.
- The faculty (or an appropriate subset thereof) will evaluate the essay and provide feedback, with the student submitting a maximum of one revision. This revision must be submitted within two months of receiving the faculty's feedback on the first version.
- Students completing a double PhD major with a closely allied department such as General Linguistics or Second Language Studies may be able to use a single publishable essay to satisfy a PhD qualifying exam requirement in both of their programs. This would be decided in consultation with appropriate faculty from each program.

### *III. Exam Preparation*

In preparation for the General Exams, students are advised to review coursework and course bibliographies (including background and enrichment material), and to consult faculty members in each of the chosen fields. Preparation for the Research Exam will naturally be carried out in even closer cooperation with a faculty member, who will usually later serve as the student's dissertation advisor.

The General Exams are given twice yearly, upon request, in August and January. Students must signal their intent to sit for the General Exams and the fields in which they wish to be examined to the Graduate Student Services Coordinator no later than 60 days prior to the examination. At this time, they will also make arrangements with the Advisory Committee members for the timing of the Research Exam, which will take place later in the same semester.

General Exam questions from the last three exam sessions are available to students on OneDrive, in a folder titled FRIT Graduate Student Resources. The direct link is [here](#). Examples of Research Exam questions can also be found in that folder.

#### *IV. Evaluation of exam results*

Each of the two (2) cloistered General Exams is assigned a grade of Pass or Fail.

1. A student must pass both cloistered exams, as well as the Research Exam, in order to be admitted to PhD candidacy. If a student fails a cloistered exam, they may retake it (in its entirety) during the next semester's scheduled exam session; the exam may not be retaken more than once.
2. The Research Exam is graded Pass/Fail by the Committee of the whole French Linguistics Faculty. A Research Exam that has not received a passing grade can be retaken once, either during the same semester or during the following semester.
3. Students who fail the PhD exam may be placed on academic probation. They will have their funding continued (up to the limit of their funding commitment) if they retake the exam within the prescribed time frame.

#### ***Acceptance of Dissertation Proposal***

The dissertation proposal defense, which lasts about 1 ½ to 2 hours and is intended to provide the student with constructive ideas for pursuing the dissertation research, is generally held about four weeks after the proposed research committee members have received the dissertation proposal. After the dissertation proposal has been successfully defended, the program-specific Dissertation Proposal Committee and Proposal Approval form is signed by all committee members and submitted to the Graduate Student Services Coordinator for recording in the student's file. This is a form unique to the French linguistics graduate program which the DGS or Graduate Student Services Coordinator will provide.

On some fellowship application forms, the date of the dissertation prospectus defense is requested. In our program, this is the date the dissertation proposal defense is successfully completed.

## Timeline for Typical PhD Program

Semester	Courses	Exams	Other Actions/Notes
<b>1</b>	<ul style="list-style-type: none"> <li>• F572 (mandatory for AIs)</li> <li>• Required MA courses</li> <li>• Electives</li> <li>• F875</li> </ul>		Establish faculty mentor relationship Discuss any transfer credits and/or exemptions for the MA with the DGS
<b>2</b>	<ul style="list-style-type: none"> <li>• F573 (mandatory for AIs)</li> <li>• Required MA courses</li> <li>• Electives</li> <li>• F875</li> </ul>		
<b>3</b>	<ul style="list-style-type: none"> <li>• Required MA courses</li> <li>• Electives</li> <li>• F875</li> </ul>		
<b>4</b>	<ul style="list-style-type: none"> <li>• Complete MA requirements</li> <li>• PhD courses and electives</li> <li>• F875</li> </ul>	MA Exams Research statement	Apply for MA degree. Upon admission to the PhD program, establish PhD Advisory Committee.
<b>5</b>	<ul style="list-style-type: none"> <li>• PhD courses &amp; electives</li> <li>• F875</li> </ul>		Select broad area of research interest and begin extra reading in that area. Discuss any transfer credit for the PhD with the DGS
<b>6</b>	<ul style="list-style-type: none"> <li>• PhD courses &amp; electives</li> <li>• F875</li> </ul>		Select areas for PhD exams and begin preparing.
<b>7</b>	<ul style="list-style-type: none"> <li>• Finish PhD coursework</li> <li>• F875</li> </ul>		Continue exam preparation; begin shaping ideas for dissertation, with help of advisory committee.
<b>8</b>	F875	PhD Exams	Upon passing PhD exams and completing all coursework, apply for PhD Candidacy. Choose research committee, prepare dissertation proposal. Defend proposal—ideally within six months of the research exam..
<b>9</b>	G901 (for PhD candidates) or F875		Work on dissertation.
<b>10</b>	G901 or F875		Work on dissertation. Last semester of normal AI funding package.

## Exchange Positions Abroad

When there is an interested and qualified applicant from among the graduate students in French, as well as an interested student from the French university, the Department offers a teaching exchange program with the University of Lille. Exchange instructors teach English in France for one academic year, which is counted as a year of Departmental funding (Aiship). Stipends and teaching assignments of the positions vary. Only native

English speakers will be considered for such positions. The Graduate Student Services Coordinator has more detailed information about these exchange positions.

### **Selection Criteria**

Exchange positions are awarded to interested graduate students who wish to further their professional development (French language improvement should NOT be a primary goal). When there are more interested applicants than positions available, seniority, as well as the following guidelines, will be used in selection.

- Students should express a sincere commitment to finishing their PhD in the Department.
- Students who have already experienced a similar exchange year through IU or another institution shall not be considered for an exchange position unless the number of applicants is equal to or fewer than the number of positions available.
- All other considerations being equal, academic records and teaching performance may be used as selection criteria.
- Students may submit to the chair a written request to be given priority for a certain year due to unique or unforeseen circumstances.

### **Application**

Students who are interested in participating in the Department's exchange program should contact both the chair and the DGS in November of the year prior to the planned exchange year. (The Graduate Student Services Coordinator will send out a reminder.) There is no formal application process, but students will be asked to write a brief letter explaining how the exchange experience would fit in with their professional preparation and (possibly) dissertation research.