Handbook For Majors and Minors

Department of Language
Union University
Information for Majors and Minors

We are delighted that you have chosen to be a part of the Department of Language at Union University. We look forward to working with you as you plan your program of study at Union. We hope that your studies are challenging and fulfilling. As your faculty, we will work closely with you as you develop a broad range of skills and knowledge about language, culture, and literature. Your advisor will help you focus your studies to best enable you to pursue your career goals.

As you begin thinking about a major or minor in Spanish, French, Teaching English as a Second Language, or Applied Linguistics, you will want to look at the course offerings in those areas and think about what courses and course sequences best match your interests. The requirements are in place to help guide students to plan a well-balanced and thorough program of study. For the languages and some TESL and Applied Linguistics, you will have the opportunity to participate in an external study experience or study abroad. Your advisor and the study-abroad advisor will facilitate your planning of that experience.

While classroom learning is certainly a vitally important part of your college experience, we encourage you to seek opportunities to expand your horizons through language conversation groups, immersion weekend experiences, service projects, cinema nights, opportunities abroad and other activities where you are able to put into practice what you are learning in class. Our department puts a high priority on helping students to find ways to use their knowledge and skills in creative and rewarding ways. We value the links you make between your in-class learning and your outside learning experiences.

Language study and preparation provide the groundwork for numerous career paths. We will help you explore ways to apply your area of study in the field of education, business, ministry, medicine, translation, interpretation, or other types of service. Many students choose to combine their studies in the area of language and linguistics with other fields of study depending on their career goals. With careful planning, the organization of Union’s required core curriculum allows students to be able to expand their undergraduate preparation and experience to include a possible second major. Entering freshmen with extensive language preparation at the high school level can take advantage of the work done and begin their study at Union at the intermediate or 300 level.

I. Planning Your Program of Study

To begin your planning, consider what your career goals are and whether or not you are considering pursuing your education beyond a Bachelor’s degree. Discuss these options with your advisor to help you choose the appropriate track.
Choosing a track

After choosing a track, make a rough semester-by-semester outline of what your remaining time will look like at Union, taking into consideration the course requirements you will need to enter higher level classes. Your Undergraduate Catalogue is a great resource, so use it! One thing to remember—the 111 and 112 language levels do NOT count towards minor or major language hours. However, there are CLEP tests that could save you time and money. Double-check with your advisor about AP, CLEP, or Dual Enrollment credit you have received and how these credits will count toward your degree requirements. (CLEP testing is not done through the Department, so we might not be aware of what you have received.) Check on your transcript or look in the Administrative Center to be sure your credit has been applied.

Survey of Literature Sequence for Core

The survey of literature sequences in French or Spanish (311, 312, 316, or 317) may be substituted for World Literature in the general core. The credit counts for the major or minor and for the core. TESL and Applied Linguistics majors and minors may also take advantage of this option.

Electives

While you consider electives, think about ones that will compliment your area of study. These choices enhance your preparations for graduate schools and/or the job market. After 60 hours of credit, you should schedule a junior audit with Anita Todd in the Administrative Center or if you are in Teacher Ed. with Dottie Myatt. The semester prior to your senior year, you need to schedule a senior audit in the Academic Center. For Teacher Education students, Dr. Dottie Myatt handles your audit.

Double Majors

Many students choose to combine their language study with other areas of study. Whether you are combining a major in International Business, Nursing, Political Science, English, or areas offered within the Department, be sure to discuss your plans with your advisor. It is a good idea to have a contact person in both major areas of study.

Capstone

As you take your classes over the course of your studies, keep in mind topics or papers that engaged your interest to consider for your senior Capstone project. Identifying a topic early will help you get the most out of your work. In the semester prior to taking the capstone course, pick up a capstone planning worksheet from Dr. Walls.

400 Level Requirement for Majors and Minors

For Spanish and French majors, be sure to include two 400 level courses. At least one of the courses must be in the language. One may be a 400 level department course delivered in English such as 498/99 Critical Approaches to Literature and Culture or TESL/ALNG 440 Theories of Language or other department special topics courses. The minor requires at least one 400 level course.

Immersion Experience

An academically credited immersion experience (at least 3 hours) is required for the majors
in Spanish or French. The immersion experience can be done during a semester program, January term or summer term.

**Credit Toward the Major or Minor Through Testing**

The best place to start to obtain testing information is Union’s testing website: [www.uu.edu/academics/testing/](http://www.uu.edu/academics/testing/). You will find a listing of the CLEP exams and CLEP testing dates. This site will also give you information about how to register. Information regarding DANTES exams is also available on this site. To schedule a DANTES exam, you will need to contact Cindy Shirley directly by e-mail or phone: cshirley@uu.edu, (731)661-5487.

CLEP exams are administered at Union’s Testing Center which is located at the Center for Continuing Studies at 1938 Emporium Drive. DANTES exams are also administered in the same building but students go directly to Cindy Shirley’s office rather than to the testing center.

CLEP tests should be taken before the student enrolls in his/her second upper level course (300 or 400 level). A score of 59 (French), 60 (German), 63 (Spanish) or higher on CLEP gives 12 hours of language credit (111, 112, 211, 212). The 200 level credit will count toward the major or minor. The 100 level credit will be applied as lower level elective credit if you are a major or minor.

For AP credit, twelve hours of credit is given for a score of 4 or 5 on the Advanced Placement exam. The 200 level credit will count toward the major or minor. The 100 level credit will be applied as lower level elective credit if you are a major or minor.

**Working with Your Advisor**

You will be assigned an advisor in the Language Department when you declare the major. This person will help you and consult with you about decisions concerning the courses you will take during your program of study. S/he will also help you think about your strengths and goals as you prepare for work or further study. You will meet with your advisor prior to registration each semester to plan your next semester’s schedule and on other occasions to discuss your progress in the program. As you plan a study-abroad experience, your advisor is a good source of information and advice. It’s a good idea to identify several programs you are interested in and then discuss with your advisor which one might best fit your needs. Sometimes, you need special permission to take a class if you haven’t taken the prerequisite—permission signature from advisor/teacher of the cause.

**II. Planning a Study Abroad or External Study Experience**

Union University offers a variety of off-campus study opportunities that allow students to study abroad or at specialized locations in the United States. Students can participate in both long-term and short-term immersion experiences throughout the world. To be counted as part of the major or minor, the experience must be linked to academic course credit. There are a broad variety of options depending on your previous international experience.

To ensure that students receive Union University credit for their courses, programs are pre-approved by the Institute for International and Intercultural Studies. Each program is carefully evaluated before it is offered and is re-evaluated upon the return of each student by faculty and staff. Students are guided through the process by their academic advisors and IIIS staff members, including an External Study advisor, Professor Victoria Malone, in order to ensure every aspect of program planning. See department calendar and website for scholarship
opportunity and application deadlines. When you decide to do a study abroad program, make an appointment with Professor Malone to begin the process (731-661-5491, office PAC A-32).

III. Teacher Education
The Language Department is committed to preparing students to work in the field of teaching. In conjunction with the Teacher Education Department, we offer licensure in the fields of Spanish, French, and teaching English as a Second Language (ESL). Potential candidates will work collaboratively with the Teacher Education program and the Language Department liaison, Dr. Julie Glosson, to ensure completion of program requirements and appropriate coursework that meets the knowledge and skills at the state and national level. Through the Teacher Education Track, students complete the major in Spanish, French, or TESL and a minor in Professional Education. The last semester is devoted to student teaching so all requirements must be completed by that point. Students must also pass the Praxis exam prior to student teaching.

The Teacher Education Program provides the opportunity to experience what it is like to be in a variety of classroom settings through the practicum component of several of the education courses. Beginning with EDU 150 (Foundations of American Education), students are placed in area schools and have contact with professionals in the teaching field. The culminating student teaching experience allows the candidate to teach while under the direct supervision of a university supervisor and cooperating teacher. Students may choose to teach in the local area, surrounding counties, or abroad. For additional information and requirements regarding certification, you may contact Dr. Dottie Myatt, Assistant Dean for Teacher Education and Accreditation.

IV. Capstone
The Capstone experience provides students with an opportunity to deepen their research in an area in which they have developed an interest over their course of study. You may build on a topic that you have worked on in a previous class or choose to pursue a new topic that has captured your interest during your course of study. The project includes both a written component and an oral presentation component. The semester you plan to do your Capstone (usually your senior year), you will take a one-hour Capstone course. Students from all majors in the Department will meet together to work on general research planning and research processes. Students then choose a discipline or language-specific professor to work with on their specific research projects. The Capstone projects and presentations have become one of the Department highlights.

V. Career Opportunities and What Our Graduates Do
The Language Department offers up-to-date, competitive programs. One indicator of the efficacy of this programming is the post-graduate success of our students. Specifically, our graduates access a wide variety of career and educational paths including education, overseas missions, business, civil service, and competitive graduate schools in Spanish, French, TESL, Linguistics, Law, Social and Health Services, among others. Our graduates actively use their language and skills in a broad range of service areas. See the website for updates from recent graduates.
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