

# Paris Institut Catholique Study Abroad Program Spring 2014



## STUDENT HANDBOOK



<b>INTRODUCTION</b>	<b>3</b>
<b>CONTACT INFORMATION</b>	<b>4</b>
ON-SITE CONTACT INFORMATION	4
UW-MILWAUKEE CONTACT INFORMATION	4
UW-MILWAUKEE EMERGENCY CONTACT INFORMATION	5
UW-MADISON CONTACT INFORMATION	4
UW-MADISON EMERGENCY CONTACT INFORMATION	4
<b>PRE-DEPARTURE AND ARRIVAL INFORMATION</b>	<b>5</b>
PROGRAM CALENDAR SPRING 2014	5
PRE-DEPARTURE ORIENTATION AND LANGUAGE PLACEMENT EXAM	5
ACCENT AND THE ACCENT PARIS CENTER	5
VISA	6
<b>ACADEMIC INFORMATION</b>	<b>7</b>
CREDITS	7
COURSES	7
EXCURSIONS	9
ACADEMIC EXPECTATIONS	9
GRADE SCALE	10
<b>LIVING IN PARIS</b>	<b>11</b>
HOUSING	11
GENERAL BEHAVIOR EXPECTATIONS	12
COMMUNICATION	14
<b>APPENDIX A: ON-SITE FINAL REGISTRATION FORM</b>	<b>16</b>
<b>APPENDIX B: LYCÉE INTERNSHIP</b>	<b>17</b>
<b>APPENDIX C: USEFUL INFORMATION</b>	<b>19</b>

## INTRODUCTION

---

Welcome Letter from the UW-MILWAUKEE/UW-MADISON Program Directors

Dear Study Abroad Participant:

CONGRATULATIONS on being chosen to participate in the UWM / UW Consortium Paris Study Abroad Program! As you are about to embark on this academic adventure, allow us to take a few minutes to point out some of the rights and responsibilities that you now assume in conjunction with this academic experience.

You have the right to participate fully in your international academics. You are encouraged to take full advantage of the quality program that has been established for you and your fellow study abroad students. Attend class. Join in the discussions. Explore new resources only available to you in another culture. Engage in research that stretches your mind and develops your cognitive skills. Enjoy your classes. Be an active international learner.

You have the right to feel safe while you are abroad. We have structured your program to be as risk-reduced as possible and encourage you to further reduce your risk by engaging in positive behaviors. Please refer to the section in this handbook on *Safety While Abroad* for tips and advice. You are now an ambassador from the United States, representing the University of Wisconsin System. Be sure to serve us well. Don't engage in activities that may endanger you or others. Be attentive and cautious. Exercise good judgment at all times.

You have the right to know all you can about your program and host country. We encourage you to learn as much about your host country as possible before departing on your program. Read guidebooks. Speak to former study abroad students about their experiences. Conduct research on the Internet. Read this handbook. If you do your "homework" before you arrive you will have a much easier time making the transition into a new culture.

You have the right to have the academic semester of your life! Take advantage of day trips planned. Venture off to a museum. Explore your neighborhood. Make new friends. Take pictures. Keep a journal of your adventures and thoughts. Then, take a step back and reflect on your own academic and personal growth.

We sincerely hope you freely exercise all your rights in a responsible manner. When you return, please come by the office and share your experiences with us. We would love to hear about how you took full advantage of your study abroad program.

Good luck and safe journey!  
Bon courage!

Mark Eckman, Interim Director  
CIE Overseas Programs and Partnerships  
UW-Milwaukee

Daniel K Gold, Director  
International Academic Programs  
UW-Madison

## CONTACT INFORMATION

---

During your semester abroad you will study at the Institut Catholique de Paris (ICP) at their Institut de Langue et de Culture Francaises (ILCF). Your program is offered by a consortium of UW-Milwaukee and UW-Madison. UW- Madison handles the program's day-to-day operations in partnership with ACCENT- the local organization responsible for the logistics of the program. UW- Milwaukee students with questions relating to their relationship with UW-Milwaukee or their academics should be addressed to UW- Milwaukee's Office of Overseas Programs and Partnerships (ie. course credits, equivalents, UW- Milwaukee registration, etc). All other students should contact UW-Madison's International Academic Programs with their respective questions.

### ON-SITE CONTACT INFORMATION

Your primary contact in Paris will be your Resident Director:  
Professor Sarah Davies-Cordova (from UW-Milwaukee)  
Email: [cordovas@uwm.edu](mailto:cordovas@uwm.edu)

#### ACCENT

89 rue du Faubourg Saint-Antoine  
75011 Paris  
France

Phone: (011) 33 1 53 02 01 30

Fax: (011) 33 1 53 02 01 31

ACCENT Email: [paris@accentintl.com](mailto:paris@accentintl.com)

Web site: [www.accentintl.com](http://www.accentintl.com)

Métro: Bastille (sortie Faubourg Saint-Antoine) or Métro Ledru-Rollin

Your mail should be sent to this address (C/O Your name).
---

### UW-MADISON CONTACT INFORMATION

For Program Advising:

Erin Polnaszek, IAP Study Abroad Advisor

E-mail: [eeapolnaszek@studyabroad.wisc.edu](mailto:eeapolnaszek@studyabroad.wisc.edu)

Phone: 608-265-6329

Website: <http://www.studyabroad.wisc.edu/>

For Financial Matters:

Judy Humphrey, IAP Financial Specialist

Phone: 608-265-6329

E-mail: [jhumphrey@studyabroad.wisc.edu](mailto:jhumphrey@studyabroad.wisc.edu)

### UW-MADISON EMERGENCY CONTACT INFORMATION

In case of emergency, call the main IAP number (608) 265-6329 between 8:00 a.m. – 4:30 p.m. (CST); for after-hours emergencies, call the IAP staff on call at **(608) 516-9440**.

### UW-MILWAUKEE CONTACT INFORMATION

For Program Advising:

Natalie Malacrida, Study Abroad Coordinator

Phone: (414) 229-5182

E-mail: [mantoan@uwm.edu](mailto:mantoan@uwm.edu) or [overseas@uwm.edu](mailto:overseas@uwm.edu)

## **UW-MILWAKEE EMERGENCY CONTACT INFORMATION**

In case of emergency, call the main Overseas Programs & Partnerships numbers (414-229-5182) for after-hours emergencies please call the CIE study abroad office's emergency phone at **(414) 469-8197**.

### **Resident Director's Role**

The Resident Director (RD) serves as the on-site liaison between your home institution and the host institution. The RD teaches a course, monitors field trips and excursions, and is available to help students find appropriate solutions to personal, health, and academic problems during the program. Establish good communication with your RD. If you are experiencing difficulties with the program or with your adjustment to the culture, your RD is a good person to seek out for assistance and support.

### **Home Institution Advisor's Role**

The home institution advisor supports the student by assisting them with pre-departure needs such as course registration, meeting home campus administrative requirements and providing general travel preparation information. While the student is out of the country, the advisor serves as their home campus representative in many matters pertaining to grades, registration, financial issues and other campus administrative matters. Advisors work in conjunction with ACCENT to respond to serious health situations. Advisors can assist students with coordinating their academic course work for the semester they return to campus.

## **PRE-DEPARTURE AND ARRIVAL INFORMATION**

---

### **PROGRAM CALENDAR SPRING 2014**

Monday	February 3	Suggested departure from the U.S.
Tuesday	February 4	Arrive in Paris, official program starts, date housing is first available
Wed/Thurs	February 5-6	ACCENT Orientation
Monday	February 10	Start of ACCENT and RD Courses
Monday	February 17	Start of ILCF classes
Sat-Sun	TBD	Spring Break
Thursday	May 22	End of ILCF courses, last night housing is available
Friday	May 23	Program ends

### **PRE-DEPARTURE ORIENTATION AND LANGUAGE PLACEMENT EXAM**

Each student will attend a pre-departure orientation at their home university. The dates and times of these orientations will be sent to you at a later date by your study abroad advisor. Participants must attend their mandatory pre-departure orientation as well as any other scheduled informational meetings or orientations. In addition, each student will be required to take an online placement test before departure and an oral placement test upon arrival in Paris. Instructions on how to complete the online placement test will be given at orientation.

### **ACCENT AND THE ACCENT PARIS CENTER**

ACCENT is a San Francisco-based organization that is contracted to arrange all on-site logistics of the program, including student support services and excursions for the semester. ACCENT works with dozens of U.S. institutions in arranging study abroad programs.

The ACCENT Paris Center is located in the 11<sup>th</sup> Arrondissement near the Bastille. Office hours are 9:00 a.m. to 5:00 p.m. daily. They are closed on weekends and most French National holidays. You will receive your mail at the ACCENT Paris Center so this is the address to give to family and friends who wish to send you letters.

The ACCENT Paris Center is a lively place during the semester. There are classrooms, faculty offices, a computer lab, and a resource area with reference books for travel, exploring Paris, etc. The staff will first and foremost speak French to you but depending on the circumstances they may use English. Since this is a language program please try to speak in French as much as possible.

Be sure to keep ACCENT, your Resident Director and your host family informed of your travel plans when you are away from the program. The ACCENT Paris Center can also assist you with basic health matters by providing a list of area doctors and offering some assistance with setting up medical appointments.

### **Arrival Information**

Students will be required to check in at the ACCENT Paris Center on Tuesday, February 4, 2014 between 9:00AM and 5:00PM. Students who have chosen the home stay option will spend their first night in Paris at a hotel and move to their home stays on Wednesday, February 5. More information containing the specific hotel address, directions to ACCENT from the airport and transportation options will be provided prior to departure. This one-night hotel stay is included in your program fee. Students who have chosen the student residence option will move directly to their rooms on Tuesday, February 4.

### **On-Site Orientation**

On the afternoon of your arrival, an ACCENT staff member will meet you at a pre-designated time and place. There will be a guided neighborhood tour followed by a get-together at the ACCENT Center. The two days thereafter are for orientation and include practical, cultural, medical, and emergency information. **It is mandatory for all students to arrive in time for their on-site orientation.** On-site orientation in Paris covers practical matters as well as aspects of cross-cultural living and learning -- giving program participants the tools they need to make the most of their time in Paris. In addition, the orientation addresses local customs, money, safety, telephones, mail, transportation, housing and the importance of registering with the American Consulate in Paris. Orientation packets are provided and include maps, practical living information, as well as copies of "Paris at your Fingertips" written by ACCENT for U.S. students living in Paris.

### **VISA**

More information will be sent to you by your study abroad advisor.

## ACADEMIC INFORMATION

---

### CREDITS

Students are required to enroll in at least 12 credits during their semester abroad on the program. Students can take up to 18 credits without getting special permission. Students wishing to take an overload of 19 or 20 credits must consult with the RD and obtain permission from the home campus.

### COURSES

The Paris Study Program offers students a select group of courses designed to dramatically enhance French language proficiency level as well as knowledge and appreciation of French culture. **Prior to departure, students will be required to take an online ILCF language placement test. Students will receive instructions on how to take the online test at orientation. Once in France, students will then take an on-site oral placement test and will be** placed in one of eleven language levels. Students will fill out the “On-Site Final Course Registration” form (see Appendix A) with their final courses choices after having discussed their study plan with the RD. The Resident Director signs off on the form and returns it to the student’s university in Milwaukee or Madison.

These charts summarize the course offerings and course selection requirements. Required courses are indicated in the first table. Electives are indicated in the second table.

Courses	# of required credits	Institution (site and course grading info)
FRENCH LANGUAGE		
Langue Française	6-9	ILCF
CULTURE (choose 2 of three; may take all three depending on availability)		
Paris en Scène: La France multi-culti	3	Taught at ACCENT by Sarah Davies-Cordova UW-Milwaukee professor of French
Contemporary France	3	Taught at ACCENT by ACCENT Professor Véronique du Parc
From Watteau to Monet – A History of French Art, 1715 – 1880	3	Taught at ACCENT by ACCENT Professor Chris Boicos

- Students may choose to take an additional culture course at the ILCF. There will be an additional fee of €393 (~\$550)/ course for this option.

In addition to the 12 required credits, some students may take the following optional credits:

Lycée Internship (add'l \$200/student)	2-3 credits	Requires separate application and approval of Resident Director	Students are placed in various schools; administered by ACCENT and graded by the Internship Coordinator as C/NCR (Milwaukee) or Pass/Fail (Madison)
Novancia Business School	3	Only Milwaukee students may select this option	Students choose one course from the Novancia catalog

## Course Descriptions

The following are descriptions of the various courses open to students on this program:

### French Language (REQUIRED)

Langue Francaise (6-9 cr): This required course will meet several times each week and may be scheduled on Fridays. Taught by faculty at the ILCF, it will develop participants' language skills in composition, grammar, and in advanced classes, stylistic analysis of selected readings in French literature. As determined by the results of the ILCF placement exams, students will be placed within eleven different levels with other international students. **Students who place into elementary French will be required to take an additional 3 credits of French at the ILCF for an additional \$550 fee.**

### French Culture (REQUIRED- must choose two, may take three depending on availability)

#### Director's Course: Paris en Scène: La France multi-culti (3 cr):

Literature – novels in particular – is a traditional forum for the exploration of the politics of identity. Expressing oneself in French for many is a politically charged act when France's position as a colonizer is taken into consideration. What does it mean for someone to write in French who is not from the *metropole* or who comes from another culture? On what footing are the former colonized in the France of today? What is the attitude of the French toward these former colonies and French speaking peoples and vice-versa? How do the former colonized people deal with the notion of integration into the former oppressor nation. How do the people of the former colonies configure the past in respect to their diverse ancestral lands? What role does the African diaspora play in current cultural rhetoric? We will examine post-colonial issues both theoretical and literary through the exciting and innovative writings of various immigrant communities from former colonies of Indochina, the Antilles, West Africa, and North Africa. For many of these writers, Paris functions as the nexus around and in which they explore the meaning of multi-culturality and hybridity. The focus of this course will be provided by a consideration of Paris's multiculturalism, through a combination of readings/films, visits and fieldwork. Our readings will be accompanied by the exploration of the various areas of Paris that are defined by ethnicity of their populations such as the 13<sup>th</sup>, 18<sup>th</sup>, and 19<sup>th</sup> *arrondissements* as well as the suburbs such as Montreuil. We will visit cultural centers such as the Institut du monde arabe and the Dapper African museum along with attending to various ethnic cultural events (both state sponsored and unofficial such as the hip hop gatherings at la Place d'Italie and those at la Villette) in our attempt to examine how the French state and nation are coming to terms with new definitions of what it means to be French in the 21<sup>st</sup> century. Taught in French at the ACCENT Center by Professor Sarah Davies Cordova, University of Wisconsin-Milwaukee.

La France Contemporaine (3 cr): The purpose of this course is to introduce students to a panoramic view of life in contemporary France. It examines the education system, the French family, the world of work and of leisure, politics, the economy and the role of France both within the European Union and the wider global context. Students will work with contemporary press articles and audiovisual materials, as well as attend site visits chosen for their relevance to the course. Taught in French at the ACCENT Center by Véronique du Parc.

From Watteau to Monet – A history of French Art, 1715 – 1880 (3 cr): This course traces the evolution of French painting from the decline of the Ancien Régime through the upheavals of the Revolutionary age to the birth of modern industrial and capitalist France in the 19<sup>th</sup> century. Students will explore major collections of art in Paris at museums like the Louvre and the Musée



d'Orsay and learn how different movements such as Rococo, Classicism, Romanticism, Impressionism, Post-Impressionism, and Symbolism developed over the course of these two centuries. Taught in French at the ACCENT Center by Christopher Boicos.

### Elective Options

Stage au Lycée (2 or 3 cr): A unique option offered by the program is the opportunity to do a 2-3 credit *stage* or internship in a French *lycée* (high school), college (middle school) or primary school in Paris or its vicinity. Further information about this course option is described in the Lycée Internship section below. Students will have to pay an additional fee for the Lycée internship option, which is approximately \$200/student.

Novancia Business Course (taught in English) (3 cr): This elective is open to UW – Milwaukee students only. Taught at Novancia and open to advanced French students who wish to enhance their vocabulary and study aspects of business that are particularly relevant within French culture. This option requires an early departure and housing during this time may not be guaranteed. For more details, UW-Milwaukee students must contact their study abroad coordinator.

### **EXCURSIONS**

The program fee for this semester includes three day-long trips that will be announced after your arrival in Paris.

ACCENT also coordinates various activities such as student dinners, tickets for concerts and outings in Paris, and may offer further excursions around France shared with other groups. Students interested in these trips should work directly with ACCENT for scheduling and payment.

### **ACADEMIC EXPECTATIONS**

#### **Attendance**

Attendance is expected and is part of the academic portion of your program. Failure to attend classes may result in the lowering of a grade; assigning failing grades for poor attendance; or in severe cases, a student being dropped from the class, thus not receiving any credit for the course.

#### **Absences**

You should inform the instructor of any planned absence as soon as possible and make arrangements to take any scheduled quizzes, exams, or labs in advance. Permission may not be guaranteed in all cases and should not be taken for granted.

#### **Assignments**

Assignments include required reading, course work, field trips, etc. as determined by instructors. You are required to complete all of your assignments while abroad.

#### **Course Equivalencies**

Course equivalencies vary and are done separately at each university so check with your study abroad advisor. You should also check with your French Department Faculty advisor before your program begins.

- **UW-Madison Students:** Equivalent and Course Equivalent Request (CER)  
Each course you take abroad must be assigned a UW-Madison “equivalent” and the grade you receive in the course also transfers back to be recorded on your UW-Madison transcript. In

order to establish UW-Madison course equivalents for your study abroad courses, you will submit a Course Equivalent Request (CER) through your My Study Abroad account. The deadline to submit the CER is by the end of the fourth week of classes (not including pre-session terms). Detailed information on the UW course equivalent process that you will use through your My Study Abroad account is available in the IAP Study Abroad Handbook and in your My Study Abroad account under the academics tab.

- **UW-Milwaukee Students: Course Equivalency**

You will be registered as a UWM student and may earn up to 12 to 15 UWM credits. If you desire or require an exact course equivalency, you must complete a Course Equivalency Approval Form. This form will allow you to have courses approved by relevant faculty before you leave. If you do not complete this form, you will receive elective credits.

### Academic Misconduct

Academic misconduct is an act in which a student seeks to claim credit for the work or efforts of another without authorization or citation, uses unauthorized materials or fabricated data in any academic exercise, forges or falsifies academic documents or records, intentionally impedes or damages the academic work of others, engages in conduct aimed at making false representation of a student's academic performance, or assists other students in any of these acts. Student academic misconduct procedures are specified in Chapter UWS 14. Students should refer to their university websites if they are not familiar with the serious consequences of academic misconduct:

UW-Milwaukee students: [http://www3.uwm.edu/Dept/Acad\\_Aff/policy/academicmisconduct.cfm](http://www3.uwm.edu/Dept/Acad_Aff/policy/academicmisconduct.cfm)

UW-Madison students: <http://students.wisc.edu/saja/misconduct/misconduct.html>

### GRADE SCALE

You will be graded on the French 20 point scale for all courses associated with the IC or ILCF and these grades will be converted according to the scales below. Note: There is an imperfect correlation from 8 downward on a 20 point scale.

<b>UW-Milwaukee</b>	<b>IC &amp; ILCF Scale (out of 20)</b>
A	15,0 - 20,0
A-	14,0 - 14,9
B+	13,0 - 13,9
B	12,0 - 12,9
B-	11,0 - 11,9
C+	10,0 - 10,9
C	9,0 - 9,9
C-	8,0 - 8,9
D+	7,0 - 7,9
D	6,0 - 6,9

<b>UW-Madison</b>	<b>IC &amp; ILCF Scale (out of 20)</b>
A	15,0 - 20,0
AB	13,0 - 14,9
B	12,0 - 12,9
BC	10,0 - 11,9
C	8,0-9,9
D	6,0-7,9
F	0 - 5,9

## **LIVING IN PARIS**

---

### **HOUSING**

Before your departure, you will fill out a housing preference form. You should complete this form with the utmost honesty as housing placements are determined by the information provided on this form. ACCENT will work with students to ensure compatible home stay placements. During the Spring break, housing at the home stay and private student residence are included in your fee. You will be notified if you will be assigned to a home stay or a private student residence prior to departure. Please note that it might not be possible to change your housing selection once the form is submitted so you will want to make sure you have done all research into which housing option is a best fit for you before you submit the form.

### **Home Stay Option**

**The standard accommodation included in the program fee is a home stay with daily breakfast.** Home stay with an additional 4 dinners per week, Monday to Thursday, is an additional fee of approximately \$850. Home stay placements will include only one English speaker per home and home stay locations can vary. Students will likely receive their home stay assignments upon arrival.

There are many advantages to a home stay. Our experience indicates that students who opt for home stays show a greater degree of improvement in their French language skills than those who choose to live in private student residences. Home stays provide the opportunity to use your French daily and to interact with French people in a very natural setting. Students staying with French hosts should be open to the diversity of the modern French society. Hosts can include a variety of individuals such as individuals of French descent, African descent, single parents, large traditional families, a widow, or a young couple with no children.

There are general guidelines for both students and hosts in a home stay arrangement. Students will not have a curfew imposed upon them and will be given a set of keys to the apartment to come and go as they please. Out of consideration for their hosts, students should inform the home stay if they are going away for the weekend or if they are not coming home at night. When coming home late at night, students should make every effort to be quiet and not to disturb the home stay members or the neighbors.

Students will have some space in the refrigerator (which is generally much smaller than in the U.S.) for their food and will be able to use the kitchen to prepare other meals. Discretion is important when planning to cook meals. As one can imagine, making a three-course dinner every night or using the kitchen for hours on end would not be appropriate use of the kitchen. Therefore, an arrangement or

routine for kitchen usage between the host and the student will be worked out. Students in home stays should not plan to have use of the family telephone; you might have to use an outside phone to make any phone calls. Often students purchase a cell phone for a reasonable fee.

The home stays are carefully selected. Although you are paying guests, students are often welcomed as new family members. In the rare cases students have experienced legitimate discomfort in their home stay, a new home stay was found in a timely manner. The student-host relationship will be discussed during orientation, both on our campus and at your arrival in Paris.

Students wishing to have overnight guests at their home stay must discuss it with their host(s). Some hosts may be ok with overnight guests, others may not. Students should respect the fact that you are staying in someone's home and should receive permission from your host before inviting a stranger into the house.

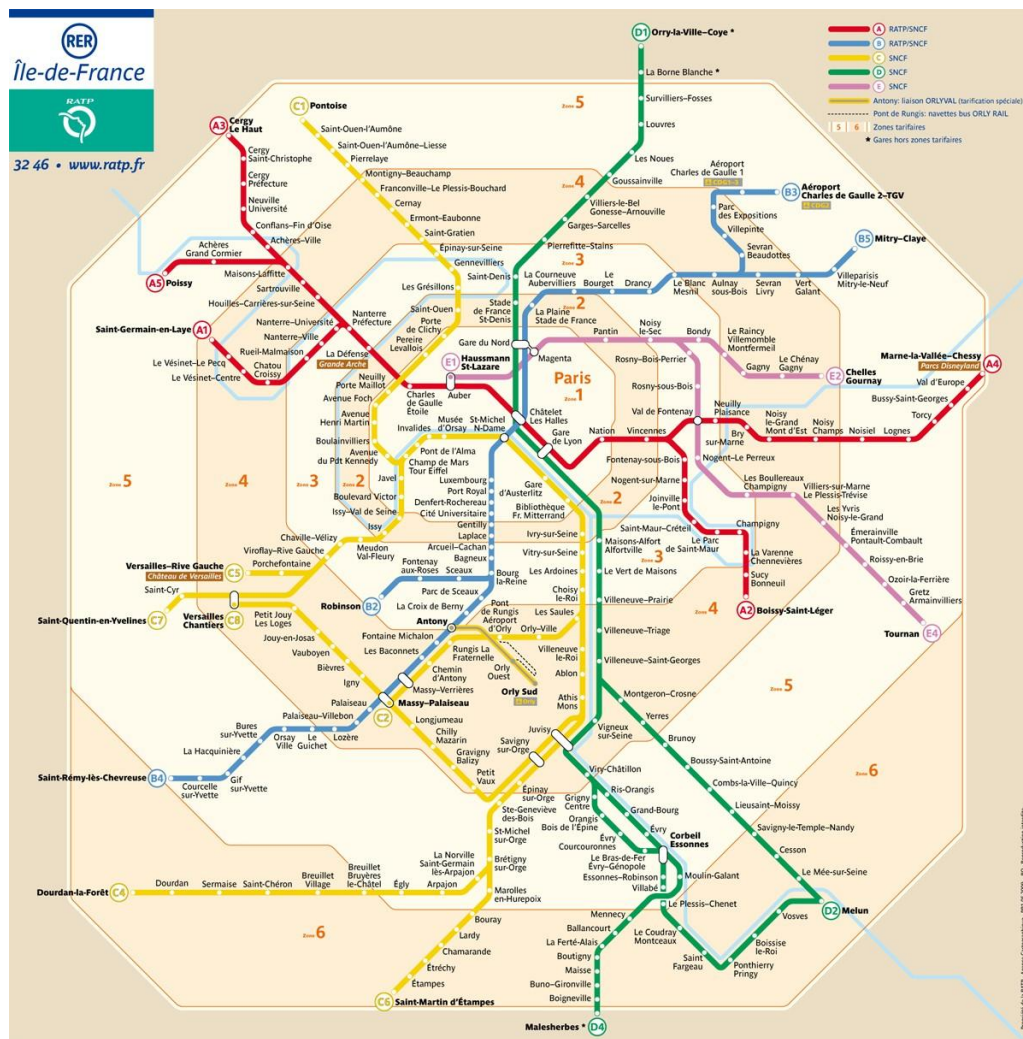
### **Private Student Residence Option**

There is very limited dormitory availability for students who do not wish to live in a home stay. For the same price as the basic home stay, students can live in a double-occupancy room in a student residence. No food is included. For an additional fee (approximately \$1075) students can opt for a single room in the student residence. Again, no food is included. In both cases, these small studio apartments at the Daumesnil facility are equipped with a bathroom and a kitchenette. The Daumesnil facility accommodates mostly ACCENT program participants from the United States. If you select this housing option, there is no guarantee that you will receive the private student residence. Students should be aware that this option will limit their practice of the French language.

### **TRANSPORTATION**

You will be responsible for purchasing a metro/bus/RER transit pass for use during your time in Paris. For more information about transit within the Ile-de-France, please refer to this website: <http://www.ratp.fr/>. Paris and the surrounding suburbs are divided into zones. Most students will only need to purchase zones 1 and 2 to allow them to travel within Paris and into the inner-ring suburbs. Rates for the pass are based on how far out from the center of Paris you would like to go. A map of the zones is available on the RATP website.

Current rates for the Pass Navigo are available here: [http://www.ratp.fr/en/ratp/c\\_21137/forfaits-navigo-mois-et-semaine/](http://www.ratp.fr/en/ratp/c_21137/forfaits-navigo-mois-et-semaine/).



You should expect to pay **at least 65 euros per month** while you are in France for this metro pass.

## GENERAL BEHAVIOR EXPECTATIONS

Even though classes are not in the United States, students are still expected to comply with UW System behavior requirements. UW-Milwaukee provides these in the *Behavior Guidelines* form and UW-Madison outlines them in the *IAP Statement of Responsibility*. Both of these forms require student signatures. Please read them thoroughly. Failure to comply with regulations could result in students being sent home immediately at their expense to face disciplinary proceedings at UW-Milwaukee or UW-Madison. In addition to being subject to UW System behavior guidelines, students are also subject to the disciplinary codes of ACCENT, the ILCF and to French laws.

Participants in the Paris IC Study Abroad program are expected to (1) exhibit sensitivity to the host culture, (2) maintain good behavior, and (3) observe local rules and laws.

The Resident Director reserves the right to dismiss from the program any participant for reasons of unacceptable personal behavior and/or academic participation after consulting with the home institution. Such dismissal will be without refund and return transportation will be at the student's expense.

There are some basic and inviolable rules of behavior related to this and every study abroad program.

1. Students must maintain an adequate standard of academic work in programs and behave responsibly in their living situation and on group excursions.
2. While in the host country, students should, for their own safety, refrain from political activity. Students in overseas programs may not participate in such political activities as: joining political parties or unions, demonstrations, soliciting political material or picketing.
3. Illegal drugs in any form are not tolerated, and students dependent on their use should not apply. Laws state that possession or use of illegal drugs is punishable by fine, imprisonment, and/or deportation. Students in a program found using or possessing illegal drugs in any form are subject to immediate expulsion and legal ramifications in France.
4. Violent behavior results in automatic dismissal.
5. Sexual behavior disruptive to the program or offensive to the host culture similarly merits dismissal.
6. Breaches of local law are referred to and handled by the appropriate law enforcement authorities.

Students should understand that they will be viewed as representatives of their country and their university. It is expected that students on the Paris program act as a good-will ambassadors and conduct themselves in a fitting manner.

## **COMMUNICATION**

### **Letters from Home**

Regardless of your accommodations, your mail will be received at the ACCENT Paris Center. Mail should be addressed as follows:

Your Name  
c/o ACCENT  
89 rue du Faubourg Saint-Antoine  
75011 Paris  
FRANCE

### **Care Packages**

Be sure to remind parents, friends, and anyone else who might send you a package, to declare "For Personal Use Only/No Commercial Value" on the customs slip. Avoid sending valuable items through the mail, as you might be required to pay high customs charges to receive the package overseas. Fees can be as high as \$100 for something as simple as a coat or a box of books.

### **Calling Home**

#### Land Lines & Pay Phones

Private student residence rooms have individual telephones for receiving calls. Students in home stays should not plan to have use of the family telephone; you might have to use an outside phone to make any phone calls. Students may want to consider looking into purchasing a cell phone upon arrival.

If a parent, guardian or friend needs to contact ACCENT while you are overseas, they may call either the Paris or San Francisco Center:

ACCENT Paris Center  
Phone: 011 33 1 53 02 01 30  
Fax: 011 33 1 53 02 01 31

ACCENT San Francisco Center  
Phone: 415-835-3744  
Fax: 415-835-3749

### Mobile Phones

Students interested in having mobile phones while in France should contact their domestic phone provider as some offer international plans. A less expensive option may be buying a phone upon arrival in France. The ACCENT center can provide guidance on this.

### Voice Over IP (VOIP) Options

VOIP can offer a very inexpensive way to keep in touch with family and friends back home. Skype.com is a very popular student choice.

### **Time Difference**

Remind your family and friends at home about the time difference (i.e. - France is usually seven hours ahead of the Midwest) so that calls are not received in the middle of the night. You can use this website to check the local time around the world: <http://timeanddate.com/>.

### **Faxing, Photocopying and Computing**

Urgent faxes may be sent and received at the ACCENT Paris Center for a nominal fee. Printing and photocopying services are also available for a nominal fee.

The ACCENT Paris Center provides students with access to a self-service on-site computer lab. Although the computers have Internet capabilities, students are encouraged to use the labs primarily for academic research and coursework instead of for checking E-mail.

There is also a wireless connection which runs throughout the ACCENT Paris Center.

Like in many large European cities, Paris has a number of public Internet cafés (*cyber-cafés*). For a small fee, students have access to the Internet in a convivial environment. The staff at the ACCENT Paris Center can provide you with addresses of nearby *cyber-cafés*.

### **E-mailing & Internet Access**

The primary form of communication used for study abroad programming is email. Make sure you check whichever email account you have given to your study abroad coordinator on a regular basis for program information from your faculty leader or your study abroad coordinator. Keep your RD, Study Abroad Advisor and ACCENT informed of any email address changes.

More information can be found in the ACCENT Handbook which you will receive prior to the end of the semester.

For UW-Madison students: IAP & the University of Wisconsin-Madison will continue to communicate with you by your UW email account when you are overseas. WiscMail email accounts are web based and easy to access through the My UW-Madison portal (<http://my.wisc.edu>).

For UW-Milwaukee students: PantherLink is available from France. If you have problems, contact the Help Desk at [help@uwm.edu](mailto:help@uwm.edu)

## APPENDIX A: ON-SITE FINAL REGISTRATION FORM

### UW-Milwaukee / UW-Madison Spring Paris IC Program

**Student Name:** \_\_\_\_\_ **Student ID** \_\_\_\_\_

**Campus** (Milwaukee or Madison): \_\_\_\_\_

Students must carry a minimum of 12 total credits for the program. Required courses are indicated in the first table. Electives are indicated in the second table.

Courses	# of credits	Institution (site and course grading info)
LANGUAGE		
<input type="checkbox"/> Langue Française	6-9	ILCF
CULTURE (choose 2 of 3; may take all three depending on availability)		
<input type="checkbox"/> Paris en Scène: La France multi-culti	3	Taught at ACCENT by, Sarah Davies-Cordova UW-Milwaukee professor of French
<input type="checkbox"/> Contemporary France	3	Taught at ACCENT by ACCENT Professor Veronique du Parc
<input type="checkbox"/> From Watteau to Monet – A History of French Art, 1715 – 1880	3	Taught at ACCENT by ACCENT Professor Chris Boicos

In addition to required courses, students have the following electives to choose from.

<input type="checkbox"/> Lycée Internship (add'l \$200/student)	2-3 credits	Requires separate application and approval of Resident Director	Students placed in various schools; administered by ACCENT but graded by RD as C/NCR or Pass/Fail
<input type="checkbox"/> AdvanciaNegocia Business School	3	Only Milwaukee students may select this option	Students choose one course from the AdvanciaNegocia catalog

<input type="checkbox"/> Additional course at the ILCF (€393 add'l fee per 3 credit course)	Credit Amount:	Course Title:
---	----------------	---------------

**TOTAL CREDITS =** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Resident Director:** \_\_\_\_\_

**Date:** \_\_\_\_\_

<b>Provided by Resident Director</b>	
ILCF Placement Score: _____	Level _____
Lycée Placement Site: _____	

**NOTES:**

---

---



## APPENDIX B: LYCÉE INTERNSHIP

### Description and expectations

Interested students may apply to be placed as *stagiaires* in a French lycée, college or primary school approximately 3-4 hours each week. *Stagiaires* will acquire first-hand knowledge of the French educational system by assisting English teachers for a total of 30 hours throughout the semester. Their assignments vary greatly, but in many cases, they serve as “native informants” about American culture. Students also observe the way subjects are taught in the French system, whether it is math, science, language, *histoire-géo*, etc. Amount of supervision and responsibilities will vary. You might be in charge of a conversation group, be responsible for presenting various aspects of American (or British) culture, help students prepare for their “Baccalauréat” exam, etc.

The Lycée internships represent invaluable experiences for students who are considering a career in education or for students who want to acquire knowledge and understanding of the French educational system and a better perspective on French culture in general. This is a rewarding experience on many levels. However, prospective applicants should possess personality traits that are suitable to the specific demands of these positions. For instance, they should be confident that they can deal with problems of discipline since they may not always be supervised. They should also be aware that some positions will require more time in class preparation than others, and thus show flexibility in their expectations.

Past participants report that this experience is one of the best ways to learn about the French and their culture “from the inside” and to gain a critical understanding of one’s own culture as well by having to explain it to others

**Lycée placements are not automatic or guaranteed** and require an important commitment of your time. The placements could be in Paris or the near suburbs so commuting time could vary significantly from student to student. Students must be sensitive to the French educational system and possess personal characteristics such as a high degree of comfort with ambiguity and flexibility. Please note that the number of Lycée placements is limited.

### Application and selection process

Submit electronic copies of your C.V. and a statement of interest **in French** (1 to 2 pages) by Monday, November 11, 2013 to:

Erin Polnaszek – [eepolnaszek@studyabroad.wisc.edu](mailto:eepolnaszek@studyabroad.wisc.edu)

All applications must be received electronically.

#### Your statement should clearly explain

- your motivations for applying,
- previous related experience if applicable,
- what aspects of your personality correspond to the demands of this type of internship,
- what you expect to gain from your teaching experience,
- any other information that you find relevant to support your application

**Note:** *Placements are based on candidates’ qualifications and on the number of available positions in a given year.*

**Evaluation**

Students taking the internship option are required to attend four or five group meetings with the Internship Coordinator, Véronique du Parc, to discuss various aspects of the French educational system and talk about their experiences.

Their written assignments completed under the supervision of the Internship Coordinator include:

- a weekly journal including a portfolio of their class preparations
- a 5-6 page typed report (in French) analyzing the French teaching system and the students' perception of French society through their own teaching experience OR comparing the French and the American educational systems.

Note: UW-Madison students will receive Pass (S) or Fail (U)  
UW-Milwaukee students will receive CR (credit) or NC (no credit)

## APPENDIX C: USEFUL INFORMATION

### Gifts

It is common and polite practice to bring small gifts representing your hometown, state or region to your host family. The following are some suggestions:

- Caps, clothing, and other items with college or team logos
- Cookbooks with U.S. recipes (pancakes, chocolate chip cookies, etc.)
- Nonperishable foods (maple syrup, peanut butter, saltwater taffy, spices, etc.)
- CDs of U.S. music
- Calendars with U.S. scenery
- Pen and ink drawings or professional quality photographs of your area
- U.S. style paraphernalia (Disney, Warner Brothers, NBA, MLB, NFL, etc.)
- Handmade crafts or jewelry (especially Native American)
- Pictorial book

### Important Documents

- Passport and visas (plus photocopies – kept separate from the originals!)
- Good French dictionary (ask Resident Director for suggestions)
- Travel guide
- Plane ticket and rail passes
- International Student Identity Card (optional)
- Hostel Membership Card (optional)
- Cash, Traveler's Debit Cards, Traveler's Cheques, credit cards, calling card, etc.
- Copies of the above for reporting lost or stolen cards and traveler's cheques
- Copy of course-approval form from home campus
- Copy of letter of admission to study abroad program
- E-mail addresses, fax numbers, and telephone numbers for destination and for study abroad advisor, academic advisor, registrar and financial aid office at home campus.

### Recommended Reading

- *Au Contraire! Figuring Out The French*, Gilles Asseline, Ruth Mastron (Intercultural Press, 2001)
- *Aspects of Contemporary France*, Sheila Perry (Routledge, 1997)
- *France Today*, John Ardagh (Viking Penguin, 1996)
- *French or Foe*, Polly Platt (Cultural Crossings Ltd., 1994)
- *Through French Windows: an introduction to France in the Nineties*, James Corbett (University of Michigan Press, 1994)
- *Cultural Misunderstandings (English): The French-American Experience*, Raymonde Carroll (Univ of Chicago Press, 1990)

### Helpful Websites

- UW-Madison International Academic Programs: [www.studyabroad.wisc.edu](http://www.studyabroad.wisc.edu)
- UW-Milwaukee Center for International Education: [www.studyabroad.uwm.edu](http://www.studyabroad.uwm.edu)
- U.S. State Department information: [www.travel.state.gov/index.html](http://www.travel.state.gov/index.html)
- Center for Disease Control: [www.cdc.gov/](http://www.cdc.gov/)
- Transportation Security Administration: <http://www.tsa.gov/>