

THIS IS THE PLACEMENT POLICY FOR FRENCH. FOR SPANISH AND JAPANESE PLEASE CONSULT THE SPECIFIC DOCUMENT.

The Placement Policy is designed to place students in a language course appropriate to their background and level of language competency and fluency. The Placement Policy aims to create the best possible learning environment for all students.

A. General Placement Information

Students who are enrolling for the first time in French at the University of Lethbridge should note the following:

1. Students must enroll in courses for which they have the prerequisite course listed in the University Calendar. **In addition**, in order to confirm their enrollment in French 1000, 1100, 2010, 2020, **all students must complete the Student Information Form and, if required, the Placement Test.**
2. Students who have knowledge of French at a level that is not recognized on their official transcript must contact the French Section Coordinator and take the Placement Test in order to be placed at the appropriate level.
3. The Department of Modern Languages reserves the right to place students in the language course appropriate to their level of language competency and fluency. Students must enroll in the course in which they are placed after taking the Placement Test. These decisions are final.
4. Providing misleading or false information at any stage in the placement process will be considered an instance of academic dishonesty for which there are serious consequences. Please see the "Student Discipline Policy – Academic Offences" section in the University of Lethbridge Calendar.

B. Placement in French 1000 Beginner I (all students must complete the Student Information Form)

Students without any high school credit in French (or less than grade 9) should enroll in French 1000 Beginners I. This course is for students with little or no knowledge of the language.

C. Placement in French 1100 Beginner II (all students must complete the Student Information Form)

1. Students who have received credit for French 1000 enroll in French 1100.

2. Students with French grade 9/10, French grade 11 and French 30 3Y should enroll in French 1100 AND must take the Placement Test to determine whether they should enroll in the 1000 or in the 1100 French language course.
3. Students **must enroll in the course in which they are placed after taking the Placement Test.**

EXCEPTION. Students who were awarded matriculation level standing (French 30 or equivalent) five or more years prior to their resumption of study may enroll in Beginners courses (1000 and/or 1100) for credit after completing the Placement Test. These students must make arrangements with the French Section Coordinator by the third day of university classes.

D. Placement in French 2010 Intermediate I (all students must complete the Student Information Form)

1. Students who have received credit for French 1100 must enroll in French 2010.
2. Students who have received credit for French 30, French 30 6-Y, French 30 9-Y (excluding French immersion and francophone programs) must enroll in French 2010. In order **to confirm their enrollment in French 2010, students must complete the Student Information Form and the Placement Test.**
3. Students **must enroll in the course in which they are placed after taking the Placement Test.**

DI. Placement in French 2020 Intermediate II courses (all students must complete the Student Information Form)

Students who have received credit for French 2010 must enroll in French 2020.

DII. French Immersion & Francophone Education

Students with credit for French Language Arts 30 (French Immersion), Français 30 (French for francophones) or equivalent must register in one or more of French 2001, 2200, 2300 or 3450. These students are not required to write the Placement Test.

DIII. Advanced Placement

Students who have knowledge of French language at a level that is not recognized on their official transcript must fill in the Student Information Form and take the Advanced Placement Test in order to be placed at the appropriate level. For example, students who have spent some time in a French speaking environment, or whose first language is French. Students applying for Advanced Placement must note the following:

1. Students must contact the French Section Coordinator by the third day of University classes in the Fall and Spring semesters.
2. Advanced Placement in the 1100, 2010 and 2020 level courses is granted by the Section Coordinator.
3. Advanced Placement is based on a test and/or an interview.
4. In order to receive Advanced Placement a student must obtain a **B** grade or higher on the test and/or interview.
5. Advanced Placement in 3000/4000 level courses is granted by the instructor, with the approval of the Chair. Students may be required to write the Advanced Placement Test.
6. A student who successfully completes the course in which Advanced Placement was granted may not subsequently take for credit the lower level courses waived.
7. No credit is assigned for courses waived by the Advanced Placement.

H. Transfer Students

Students who have been awarded transfer credit for second language courses at other post-secondary institutions should consult with the French Section Coordinator to ensure that they are enrolled in an appropriate course.

I. Non-Credit Courses

A form has to be filled in at the beginning of the semester for non-credit courses. The grades from courses taken without credit are included in the student's grade-point average. Courses taken without credit may not be used to fulfill the University of Lethbridge General Liberal Education Requirement, and may not count toward the number of courses required for a degree.

J. Placement Test Procedures

1. Placement procedures (Student Information Form and Placement Test) will be carried out before and/or at the first class meeting of all 1000, 1100 and 2010 level courses.
2. Students absent from the first class meeting must contact the Section Coordinator by the third day of University classes to arrange for placement procedures to ensure proper course placement by the add/drop deadlines.
3. For students seeking advanced placement, see section G above.

**WHEN IN DOUBT, STUDENTS ARE URGED TO CONSULT WITH THE DEPARTMENT
FRENCH SECTION COORDINATOR**