

UNIVERSITY OF CALIFORNIA EDUCATION ABROAD PROGRAM

GLOBAL CITIES URBAN REALITIES



UCEAP PARIS ACADEMIC HANDBOOK SPRING 2017 Paris as 1st City

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PROGRAM OVERVIEW

The Global Cities Urban Realities Program is the creation of faculty and administrators at the University of California. It is designed to introduce students to the complex social, political and economic issues brought about by immigration, increasing diversity and urban conflict in Paris and London. The program is intended as a rewarding experience abroad for students interested in exploring the challenges faced by these exciting and dynamic European capitals.

PARIS COURSES

UCEAP Paris Spring Courses

Courses on this program are demanding. **Students should expect to be in the classroom or on a required visit Tuesday through Thursday for at least three hours per day and up to six hours per day. Special circumstances may result in an exceptional or make-up course meeting on a Monday or a Friday, and certain organized activities may take place on a Saturday.** All students should, therefore, consult their program calendar and course syllabi for any exceptional course meetings, excursions, or activities before making any travel plans. See below for information on UCEAP's attendance policy.

Content Course

During their **five weeks in Paris**, students are required to take **one* upper-division** 4.5 UC quarter (3.0 semester) unit **content course**. Through their coursework, students will interrogate how the challenges of contemporary urban diversity play out in specific arenas in the global city of Paris.

- Upper-division content courses meet for a total of thirty-eight hours over the course of five weeks.
- Four upper-division content courses are being offered on the Spring 2017 Paris program. Three of these courses meet during the same time slot, in the morning, and one course meets in a different time slot, in the afternoon. Students will be enrolled in **one*** of the four courses.

One* of the following courses:

- Nation and Identity in Modern France: A Series of Great Ideas (AM course)
- (Un)Veiling the Republic: France in the Muslim World and the Muslim World in France (AM course)
- Food in a Global City: Understanding France through its Food Traditions (AM course)
- Documenting the Periphery: Identity and Citizenship in the "Other" Part of Paris (PM course)

Complete course descriptions are available on the www.ucparis.fr website.

*Students may request a second content course at time of registration if they need a second content course to satisfy graduation or major/minor requirements. These requests will be granted on a space-available basis. **Important: If a student's request for a second content course is granted, the student will be required to carry the load throughout the term.** No drops will be allowed after students have received confirmation that they have been assigned a second content course.

- Content Course Registration:
Registration for upper-division courses in Paris takes place pre-departure. Students submit their course preferences through an online submission form. During registration, students rank their selections. Since class space is limited, courses are assigned on a first-come, first-served basis. While every effort is made to grant students their first choice, some students may be assigned a second or a third selection based on availability. Due to the unique nature of the program (faculty is hired and course materials are ordered based on enrollments), **adding or dropping courses is not an option.** There is no "shopping" period.

City and Language Course

During their **five weeks in Paris**, students are required to take **one lower-division** 3.0 UC quarter (2.0 semester) unit **city and language course**. Through their coursework, students will learn about French history, culture, and language. The course will be team-taught; students will participate in both city (Pursuing Paris) and language (Unlocking French) sections of the course.

- Lower-division city and language courses meet for a total of thirty hours over the course of five weeks.
- Students will be automatically enrolled in the City and Language course.

Paris Courses and Units

❖ 1 Content Course, upper-division, 4.5 UC quarter (3.0 semester) units	Total Units: Students will complete a total of 7.5 UC quarter (5.0 semester) units for the Paris portion of their program.
❖ 1 City and Language Course, lower-division, 3.0 UC quarter (2.0 semester) units	
*2 nd Content Course, upper-division, 4.5 UC quarter (3.0 semester) units	*Students electing to take a second content course will complete a total of 12 UC quarter (8.0 semester) units for the Paris portion of their program.

PARIS AS 1ST CITY PROGRAM CALENDAR

UCEAP SPRING PROGRAM - GLOBAL CITIES URBAN REALITIES	
Paris – First City	Date
Official EAP Start Date	Monday, March 27
Orientations, textbook distribution and Welcome Reception	Tuesday, March 28
Classes begin and week one	Wednesday, March 29
Boat ride along the Seine	Saturday, April 1
Week two	April 3 – April 7
Day trip - Chantilly	Saturday, April 8
Week three	April 10 – April 14
Easter Monday –holiday	April 17
Week four	April 18 – April 21
Week five and final exams	April 24 – April 27
Program Break	April 28 – May 3
City Swap: group travels to London on the Eurostar	Thursday, May 4

WEEKLY SCHEDULE

SPRING QUARTER 2017

PARIS AS 1ST CITY - WEEKLY SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
WEEK 1 March 27-April 2	27 ARRIVAL PROGRAM STARTS	28 ORIENTATIONS WELCOME RECEPTION	29 CLASSES BEGIN 10:00-12:00 French all instructors 1:00-2:30 City Lecture (all groups) 3:00-5:00 City Visit Group 1	30 10:00-1:00 Content Course 10:30-12:30 City Visit Group 2 1:30-4:30 Content Course 1:30-3:30 City Visit Group 3	31 10:00-12:00 French by instructor 12:00-2:00 French by instructor 12:30-2:00 City Visit Group 1 3:00-4:30 City Visit Group 2	1 10:00-11:30 City Visit Group 3 11:30 Boat Trip (all students)	2
WEEK 2 April 3-9	3	4 10:00-1:00 Content Course 1:30-4:30 Content Course	5 10:00-12:00 French all instructors 1:00-2:30 City Lecture (all groups) 3:00-5:00 City Visit Group 1	6 10:00-1:00 Content Course 10:30-12:30 City Visit Group 2 1:30-4:30 Content Course 1:30-3:30 City Visit Group 3	7 10-4 Content Courses 10-4 Content Courses Excursion(s)	8 CHANTILLY includes 1 1/2 hour visit (by group)	9
WEEK 3 April 10-16	10	11 10:00-1:00 Content Course 1:30-4:30 Content Course	12 10:00-12:00 French all instructors 1:00-2:30 City Lecture (all groups) 3:00-5:00 City Visit Group 1	13 10:00-1:00 Content Course 10:30-12:30 City Visit Group 2 1:30-4:30 Content Course 1:30-3:30 City Visit Group 3	14	15	16
WEEK 4 April 17-23	17 HOLIDAY EASTER MONDAY	18 10:00-1:00 Content Course 1:30-4:30 Content Course	19 10:00-12:00 French all instructors Final Project 1:00-2:30 City Lecture (all groups) 3:00-5:00 City Visit Group 1	20 10:00-1:00 Content Course 10:30-12:30 City Visit Group 2 1:30-4:30 Content Course 1:30-3:30 City Visit Group 3	21	22	23
WEEK 5 April 24-30	24 1:30-4:30 Content Course	25 10:00-1:00 Content Course 1:30-4:30 Content Course	26 10:00-1:00 Content Course 2:00-3:00 City Exam (all groups)	27 10:00-1:00 Content Course Final Exam Final Exam	28 SPRING BREAK	29 SPRING BREAK	30 SPRING BREAK
May 1-7	1 HOLIDAY SPRING BREAK	2 SPRING BREAK	3 SPRING BREAK Return to Paris if traveling	4 CITY SWAP TRAVEL TO LONDON	5 REFER TO LONDON'S INFORMATION ON COURSE AND EVENT SCHEDULING	6	7

Content Courses: (Unveiling, Nation, Food)
Content Courses: (Documenting)

Program calendars and weekly schedules are also available on the UC Paris website: ucparis.fr.

Due to scheduling constraints of certain visits/activities, students will be informed by their instructors or administrators when there are any exceptional changes to the weekly schedule. **Students are also expected to study their course-specific syllabi carefully.**

Organized Activities and Excursions

Students on the spring quarter program will participate in a number of organized activities and excursions throughout the program. Most organized activities and excursions take place on a **Friday** or a **Saturday**, and some take place in the evening. Students should, therefore, consult their program calendar and weekly schedules before making any travel plans.

- **Welcome Reception:** Students who begin their program in Paris will participate in a welcome reception that will provide them with an opportunity to meet and greet their peers and get to know their instructors.
- **Boat Trip along the Seine River:** Students will participate in a guided boat tour of the city of light shortly after their arrival.
- **Day trip to Chantilly:** Students will have a unique opportunity to visit the fairytale château at Chantilly where they will learn about its history and have time to explore the gardens.
- **Course excursions and visits:** Students should consult their course-specific syllabi for information on course-related excursions and activities.

ATTENDANCE POLICY

There is a strict attendance policy in place at the UCEAP Paris Study Center by which students must abide. Students are expected to attend classes and participate actively in their education through their coursework at UCEAP Paris. **It is, therefore, the student's responsibility to attend all classes, arrive punctually, and participate actively and respectfully in class activities and discussions.**

In general, any absence from class is interpreted as a sign that a student is not living up to his/her UCEAP obligations. Absences will lower course grades, and repeated absences may lead to more serious sanctions. Instructors maintain attendance records, and names of absent students are forwarded to program administrators.

Class Excursions/Visits:

All courses use the city of Paris as an extension of the classroom in the form of site visits to important museums, historical monuments, and the like. Class visits are an integral part of students' coursework and are required course meetings.

Grading Sanctions:

In the spring term, students are required to attend all course meetings, visits, and excursions.

If a student misses a course meeting (including required visits and excursions related to the course), then 1/3 of a letter grade (approximately 3%) will be deducted from the student's final grade for that course for each absence. **Please note: three tardies (10 to 20 minutes late to class) equal one absence. Students arriving more than 20 minutes late to a course meeting will be counted as absent.** For example, a student attends all but one course meeting of the same course. The student's final grade in that course before the reduction for the absence is an A-. After the reduction for the absence, the student's final grade becomes a B+.

Excused absences:

If a student is unable to attend class due to illness, the student must provide **appropriate documentation** in the form of a doctor's note from a medical professional, **dated the day of the absence**, for an absence to be excused.

Travel and Attendance

Students planning to travel during their stay can avoid absences by planning the timing of their departures (no skipping out early) and returns carefully (students should avoid reserving the last return flight or train as these are often cancelled at the last minute, especially on low-cost airlines).

PARTICIPATION

Additionally, **any and all absences and tardies will affect students' participation grades** in their classes. Participation comprises a significant percentage of the total grade in all courses, and to participate, students must be present from the start to the end of class. Students should refer to their course syllabi for their instructors' policies on what constitutes participation beyond attendance and punctuality.

NO MAKE-UPS for missed work: if a student is absent on a day when there is some form of assessment (quiz, oral presentation, exam, etc.), there will be no make-ups.

NO LATE ASSIGNMENTS: due to the intensive nature of the program, no late assignments will be accepted and no extensions will be given.

ACADEMIC INFORMATION

ADD/DROP

Adding or dropping courses is not an option for the UCEAP Global Cities Urban Realities Program.

STUDY LISTS

During the first few weeks of the spring quarter, students will be asked to complete and submit their study lists through MyEAP. This is the list of courses that will be used to transfer units and grades to students' home campuses.

Students are responsible for completing their study lists in a timely fashion. Center Administrators will inform students of the study list deadline and can assist them with the process.

TRANSFERING UNITS FOR CREDIT

All units earned in the program will transfer to UC. Students' home campuses and their major/minor departments will determine how courses fulfill specific requirements. **Students are advised to keep their graded work, as it may be requested to accompany a petition for fulfilling a requirement on the home campus.**

GRADING BASIS

Per UCEAP Policy, courses on this program must be taken on a letter-grade grading basis. P/NP grading is not available for courses on this program.

GRADES

Students should allow up to ninety days after the end of the program for their grades to appear on their transcripts. For more information on grade reporting, please visit http://www.eap.ucop.edu/Documents/guidebooks/1617/UGSA_academic.pdf.

Grading scale

Instructors in Paris use a grading scale similar to scales on students' home campuses. They will use the following scale:

A+	97-100	C	74-76
A	94-96	C-	70-73
A-	90-93	D+	67-69
B+	87-89	D	64-66
B	84-86	D-	60-63
B-	80-83	F	59 and below
C+	77-79		

Students should refer to course syllabi for grading criteria on individual assignments and should consult with their instructors for clarification on how specific coursework will be evaluated.

TEXTBOOKS AND READERS

Students' fees include payment for the course materials they use in connection with their classes, so there is no need to purchase any books or readers in advance. Books and readers are distributed during orientation.

BEHAVIOR IN CLASS AND AT THE UCEAP STUDY CENTER/ACCENT

No food or drinks are allowed in class except for water. Students are expected to behave in a respectful manner when interacting with instructors, administrators, and staff members, as well with their peers in class discussions.

POLICY ON ELECTRONIC DEVICES IN THE CLASSROOM

As a courtesy to your instructors and fellow students, you may not use cell phones, laptops, tablets, e-readers, or other electronic devices during class, even to check the time. You will be expected to turn off your cell phone and any other devices during class time. No recording (audio or visual) of class sessions will be permitted.

UCEAP ACADEMIC CONDUCT POLICY

UCEAP Students are expected to follow University of California rules and regulations on academic misconduct. As enrolled UC students abroad, EAP Participants should understand and subscribe to the principles of academic integrity and must be willing to bear individual responsibility for their work while studying abroad. The UCEAP Academic Conduct Policy may be reviewed online at http://eap.ucop.edu/Documents/forms/academic_conduct_policy.pdf.

CONTACTS

PARIS ACADEMIC OVERSIGHT AND COORDINATION

For information on courses, grades, and academic matters, contact the Academic Coordinator:

Carole Viers-Andronico, Ph.D.

UCEAP Paris Study Center

carole.viers@accentintl.com

PARIS CENTER ADMINISTRATION

For information on all UCEAP-related paperwork, petitions, health insurance, and physical and mental health matters, contact the Center Administrator:

Shelby Ocaña

UCEAP Paris Study Center

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