Dear Advisor:

Please accept the gratitude of the Department of Foreign Languages for the efforts that you make to encourage students to acquire and improve their foreign languages skills while they are here at Georgia Southern. We appreciate the service that you provide to our department through your service to the students, and we recognize that, as we supply you with better information, you will be able to help our students make even better choices with regard to their study of languages.

As you advise students regarding foreign languages, we encourage you to keep the following in mind:

1) Currently, students can complete four semesters of the language requirement in the following languages/courses:
   a) Arabic: ARAB 1001, ARAB 1002, ARAB 2001, ARAB 2002
   b) Chinese: CHIN 1001, CHIN 1002, CHIN 2001, CHIN 2002
   c) French: FREN 1001, FREN 1002, FREN 2001, FREN 2002
   d) German: GRMN 1001, GRMN 1002, GRMN 2001, GRMN 2002
   e) Japanese: JAPN 1001, JAPN 1002, JAPN 2001, JAPN 2002
   f) Latin: LATN 1001, LATN 1002, LATN 2002, LATN 2002
   g) Spanish: SPAN 1001, SPAN 1002, SPAN 2001, SPAN 2002

2) Please inform students that foreign language study is sequential. Students cannot take two lower-division language courses in the same language during the same semester. Please note that foreign language taken in high school does not count as a prerequisite, although it does satisfy the foreign language requirement for the BS if they took three full years in high school and for the BA if they took four full years in high school. Students who have prior experience with the language—e.g., they studied it in high school, in a foreign country, at home with their parents, on a mission trip, etc.—must be placed into the proper course according to the placement guidelines below in #5. The following prerequisites apply.
   a) FL 1001 (no previous language experience necessary)
   b) FL 1002 (FL 1001 or permission of instructor/chair)
   c) FL 2001 (FL 1002 or permission of instructor/chair)
   d) FL 2002 (FL 2001 or permission of instructor/chair)
   e) FL 3000-level (FL 2002 or permission of instructor/chair)

3) Please note that, although it is true that three years of high school FL is counted as the equivalent of three semesters of Georgia Southern FL with regard to the completion of the BS FL requirement and that four years of high school FL is counted as the equivalent of four semesters of Georgia Southern FL with regard to the completion of the BA FL requirement, this does not mean that a student who took two years of foreign language in high school is prepared to enter FL 2001. In fact, with rare exception, students do not actually acquire the same language skills in high school that they do at Georgia Southern. For example, a student who took three years of high school German would have satisfied the three-semester language requirement for the BS degree; however, this student would probably not be prepared to take GRMN 2002. It is more likely that the student would have to start in GRMN 1002 or 1001. Our language program at Georgia Southern is skills based, that is, you have to be able to use the language, not just have had seat time in a classroom.

4) As a consequence of #3, **students would be wise to begin studying a foreign language as soon as they arrive on campus**. Starting early has several advantages:

a) Starting early prevents sad scenarios in the senior year when students who have FL 2002 as a degree requirement think that they can just take 2002 without realizing that to take it without the necessary preparation would be to sentence themselves to a bad grade and a horrible experience (in addition to the fact that we won't let them take the class, if they're not prepared).
b) Starting early allows students to pursue further language study and to prepare to study abroad. Language study and study abroad help the university achieve its goal of preparing students to work in a global society.
c) There are few if any careers that our students will pursue in which skill in a foreign language will not make them more attractive and valued employees. If we can start the students in foreign language study early, they will have greater opportunity to achieve higher levels of proficiency.

5) When students ask which level of a foreign language might be best for them, you can use the following guide to help them decide which course to pursue. Please remind them, however, that, if they do not have the required prerequisites, they will (from 2001 on) need an override from the Department of Foreign Languages in order to enroll in the class. Here are the guidelines:

   Placement Guide: The following are suggestions to help students and advisors know which level of a FL course the student should register for initially (students should compare their abilities with the descriptions below and sign up for the course that most closely matches their proficiency). Students must consult with a FL instructor in order to be placed into 2001 or above. *Note that because courses are sequenced, it is a huge advantage to students to take a FL class their very first semester.*

   i) Choose FL 1001 if… you have no previous language-learning experience all the way to the ability to say and write a few words/phrases.
   ii) Choose FL 1002 if… you can say and write simple sentences confidently in the present tense; can ask and answer simple questions; have an awareness of past-tense verbs.
   iii) Choose FL 2001 if… you can speak and write in the present tense with relative ease, have an awareness of past-tense narration and can utilize some past-tense verbs accurately; can ask and answer questions related to daily life; can manage a simple conversation, albeit with some difficulty.
   iv) Choose FL 2002 if… you can speak in the present tense with ease and can successfully attempt some past-tense narration; can confidently ask and answer questions related to daily life; can conduct a simple conversation with relative ease.
   v) Choose FL 3000-level if… you can narrate completely (beginning, middle, end) an experience in the past, although perhaps with grammatical errors and lexical gaps.

6) It is to the student's advantage to start as high in the language sequence as possible. Here's why: If a student passes a course in the language sequence with a C or better, he/she has demonstrated proficiency for the lower-division course(s) below the passed course. For example, if a student takes FREN 1002 and passes it with a C or better, this means that he/she has demonstrated proficiency for FREN 1001, also. He/she can have the credit for FREN 1001 added to his/her transcript for $15/course at the beginning of the following semester. The way the student does this is to visit the Foreign Languages department secretary after the course has been passed and the grade assigned. The secretary will give the student a letter to take to the Registrar; the Registrar will give him/her the university's Petition for Proficiency Examination form; the student will then take the forms and the letter to the Bursar, where he/she will pay $15/course and receive a receipt; the student then returns the receipt and the

form(s) to the department secretary, who passes the forms to the department chair for a signature; the department chair then signs them and sends them back to the Registrar; the Registrar posts the credit as passing credit (a grade of K) to the student's transcript. These hours count as Earned Credit Hours toward the students 126 (or whatever number they are seeking); the hours also count to fulfill Core requirements, degree language requirements, etc. These credits do not count for or against HOPE, financial aid, or their GPA.

7) Students can major in Modern Languages with a concentration in any of the languages we currently offer: Arabic, Chinese, French, German, Japanese, Latin, Spanish.

8) Students can minor in any of the languages we currently offer as well as, in special circumstances (mainly through transfer), in Foreign Language. The requirement for the Foreign Language minor is 15 upper-division hours in the same language of a language that does not otherwise have a minor at Georgia Southern, i.e, Portuguese, Italian, Russian, etc..

Please feel free to contact the department chair, should you have any questions.

Shukran · Xiexie · Danke · Merci · Gratias · Arigato · Gracias · Spasibo · Obrigado · Grazie

Eric Kartchner, Chair
Department of Foreign Languages
ekartchner@georgiasouthern.edu
912-478-5282