

# FRENCH STUDIES: FRENCH STUDIES SUMMER INSTITUTE, MFS

This is a named option in the French Studies MFS. (<http://guide.wisc.edu/graduate/french-italian/french-studies-mfs/>)

The Professional French Studies Summer Institute program teaches interdisciplinary skills needed to operate in professional French settings around the world—this is particularly important to teachers, who collaborate with each other in the program as they hone their connections to those cultures and practices. Teachers intern in all fields, not just education, and are among the most connected colleagues in their schools to the “real world” using their French.

The Summer Studies Institute program is the Professional French Masters Program’s part-time pathway to the degree, for working French teachers. Our program is a part-time hybrid program with online and face-to-face components. You will update your sense of current events in the French-speaking world, improve your speaking and writing, solidify your grammar and style, and intern in French in a professional setting—in a personalized internship in the final summer.

## ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (<https://grad.wisc.edu/apply/requirements/>) **of the Graduate School as well as the program(s).** Once you have researched the graduate program(s) you are interested in, apply online (<https://grad.wisc.edu/apply/>).

Requirements	Detail
Fall Deadline	April 20*
Spring Deadline	November 1
Summer Deadline	April 20
GRE (Graduate Record Examinations)	Required.
English Proficiency Test	Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements ( <a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a> ).
Other Test(s) (e.g., GMAT, MCAT)	n/a
Letters of Recommendation Required	3

\* Early acceptance deadline or if applying to live at the French House (<http://uwfrenchhouse.org/residence/>): **January 15**  
Regular application deadline: **April 20**

### STEP 1: GRADUATE SCHOOL APPLICATION

- Graduate School Application (online) (<https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f>)  
*Note:* For this program, select “French Studies, MFS,” not “French MA.”  
*Note:* the application will ask you to list 3 people who will write letters of recommendation for you. At least one of the letters should address your overall proficiency, creativity, and style of expression in the French language. These may be professors, instructors, supervisors, or anyone who is familiar with your work and may give you a sense of your readiness for our program.  
*Note:* the CV you submit must be in English. You may also submit a French-language version, but this is not required.
- Application fee (waived for current and former TAPIF participants)
- GRE Scores (<http://www.ets.org/gre/>) UW-Madison’s institution code is 1846.
- For international students whose native language is not English: IELTS or TOEFL scores. (All international applicants must also pay a one-time processing fee.)

### STEP 2: PROGRAM INFORMATION

As you are filling out your Graduate School Application, you will be asked to complete a “Supplemental Application.” This allows you to upload information required specifically by the Professional French Masters Program:

- A writing sample in French (i.e., a graded undergraduate term paper)
- Your statement of purpose (1 page, in French).
- What is your chosen concentration area, and how do you expect it, and the French Studies MFS in general, to position you for a more satisfying professional life? If you have experience working or studying in your chosen concentration area, please elaborate; otherwise, tell us why you would like to move in this direction now. Although you may use dictionaries and other resources, we trust that this statement will be written without assistance. NOTE: in most cases, we will schedule an oral interview in French, either in person or by telephone.

### QUESTIONS?

Contact Ritt Deitz, Director. (608) 262-4090 or [mdeitz@wisc.edu](mailto:mdeitz@wisc.edu).

## FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (<https://grad.wisc.edu/funding/>) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (<http://guide.wisc.edu/graduate/>)

#policiesandrequirements text), in addition to the program requirements listed below.

## NAMED OPTION REQUIREMENTS

### MODE OF INSTRUCTION

Face to Face	Evening/ Weekend	Online	Hybrid	Accelerated
No	No	No	Yes	Yes

### Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

## CURRICULAR REQUIREMENTS

Requirements Detail	
Minimum Credit Requirement	30 credits
Minimum Residence Credit Requirement	16 credits
Minimum Graduate Coursework Requirement	Half of the degree coursework (15 of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide ( <a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a> ).
Overall Graduate GPA Requirement	3.00 GPA required.
Other Grade Requirements	B or better in FRENCH 615.
Assessments and Examinations	Internship, oral examination, and professional portfolio.
Language Requirements	No additional language requirements.

## REQUIRED COURSES

Code	Title	Credits
FRENCH 615	Grammaire avancee	3
FRENCH 616	Social Responsibility in Contemporary French-Language Professional Writing	3
FRENCH 617	Contemporary Skill Set Literature in French	3

FRENCH 618	Career Strategies for the French-Speaking World	2
FRENCH 623	Communication orale en situations professionnelles	3
FRENCH 642	Culture et sociétés dans le monde francophone	3
FRENCH 793	Professional French Masters Program Internship	3
FRENCH 799	Independent Study (Portfolio)	4
FRENCH/ ITALIAN 821	Issues in Methods of Teaching French and Italian (SLA Concepts)	3
FRENCH 901	Seminar-Materials and Methods of Research (Curricular Design and Assessment)	3
<b>Total Credits</b>		<b>30</b>

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

#### PRIOR COURSEWORK

##### Graduate Work from Other Institutions

No graduate coursework from other institutions is allowed to count towards the degree.

##### UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

##### UW–Madison University Special

With program approval, University Special students enrolled in the capstone certificate "French Studies for Teachers" may count up to 9 credits of coursework taken while they are capstone students toward the MFS degree.

#### PROBATION

Students are reviewed annually by program leadership and may be placed on probation if they are not making satisfactory progress on program requirements.

#### ADVISOR / COMMITTEE

Students are advised by the PFMP Director, and their master's project is assessed by a three-person master's committee.

#### CREDITS PER TERM ALLOWED

13 credits

#### TIME CONSTRAINTS

Students who have allowed a session to "lapse" without enrolling during that session, and without approval to take a leave of absence,

must reapply to the program if they desire to continue. See program "Requirements and Policies" document for more details.

Leaves of absence are viable for one semester only.

## GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
  - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Dean of Students Office (<https://doso.students.wisc.edu/>) (for all students to seek grievance assistance and support)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (<https://employeeedisabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

## OTHER

French Studies, MFS and certificate students may not be simultaneously enrolled in other UW-Madison graduate programs, nor are they eligible for project assistantships, teaching assistantships, or other forms of graduate support that provide tuition remission. French Studies students are automatically eligible for selected small scholarships.

## PEOPLE

### FRENCH FACULTY AND ACADEMIC STAFF

Professors Bousquet and Debaisieux

PFMP Director Ritt Deitz; other faculty from across campus also teach in the program.

PFMP Assistant Director Mandi Schoville

## PROFESSIONAL DEVELOPMENT

### GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (<https://grad.wisc.edu/pd/>) to build skills, thrive academically, and launch your career.