Teacher Appointment Criteria
French F204

Statement of Intent
This document is intended to be a planning resource for the prospective teacher and the IPFW Department Representative who mentors and supervises the IPFW Concurrent Enrollment Program.
This is the fourth course in the four-semester sequence of elementary and intermediate French, designed to provide the following student outcomes: A) presentation and review of grammar, development of vocabulary, speaking and listening skills. B) Examples of contemporary French fiction and nonfiction, work on reading and writing skills.

Requirements
Any instructor who teaches this course must first be certified by the Department of International Language and Culture Studies by meeting the qualifications as established by the department, specifically, a) a Master’s-level degree in French, or a Baccalaureate degree in French with a Master’s degree in Education, or in another area with at least 18 graduate level hours completed in French, b) at least four (4) years of experience teaching French classes at the high school level, and c) a demonstrated commitment to continuing education in foreign language pedagogy (continuing academic work, attendance at meetings or workshops which have a focus on foreign language pedagogy).

1. If an applicant’s credentials are acceptable, then the Department of International Language and Culture Studies’ department representative will make a site visit to the classroom to observe instruction and student interaction before making a final approval decision.
2. Once an applicant is approved to offer F204, they will be required to attend an academic orientation session, scheduled by the department representative, before they are allowed to teach. This session will include course content, pedagogy, assessment criteria, course philosophy, and the syllabus. Teachers will be expected to submit their updated syllabus after this session.
3. Approved teachers will also be expected to participate in the annual Summer Seminar, which includes administrative updates from the Division of Continuing Studies office. This seminar also include a discipline-specific session which typically includes course content updates, course delivery ideas, online resources, student assessment methods, grading standards, and/or research in the development of the field.
4. The IPFW Department of International Language and Culture Studies, through its department representative, reserve the right of approval for the primary textbook to be used in this course.
5. Specifically, the department requires all instructors of FREN F204 to present grammatical content: appropriate for the intermediate level: verb tenses and modes; object pronouns, relative pronouns, and interrogative pronouns; adjective form and placement. Appropriate vocabulary and cultural content will be incorporated into the grammatical lessons.
6. The course will be taught primarily (at least 75%, preferably 90%) in French.
7. At least once in any semester the Department of International Language and Culture Studies department representative will visit the high school class to observe (and upon invitation to do so, participate in) the class session.
8. Part of a student’s grade for FREN F204 will reflect his or her performance on a F204 final exam prepared by the ILCS department representative and used as a final exam in on-campus classes of FREN F204.