The Southeastern Dual Enrollment Spanish courses provide high school students the opportunity to take college Spanish courses at their high schools and receive credit on their high school and Southeastern transcripts. Southeastern is offering a progressive pair of courses in Spanish during the 2017-2018 academic year. Either course can be facilitated in a year-long format or in a semester-longer-long format.

**SPAN 101** – Elementary Spanish I. Credit 3 hours. The beginning course for students with no knowledge of Spanish. All appropriate elements of basic language learning are utilized for the purpose of providing a foundation in the language and culture of the countries where Spanish is spoken. Class work supplemented by aural-oral drill using language-learning software. Offered as the first of four sequential courses (101, 102, 201, 202) designed to provide an overall desired proficiency.

**SPAN 102** – Elementary Spanish II. Credit 3 hours. Prerequisite: Spanish 101 or equivalent. Continuation of Spanish 101.

**SPAN 201** – Intermediate Spanish I. Prerequisite: Spanish 101, 102, or equivalent. Completion and review of basic elements of grammar. Introduction to reading material of moderate difficulty.

**Program Requirements**

**From the High School:**
- A computer lab must be available to all Dual Enrollment classes a minimum of one time per week. This can be a hard-wired classroom or a wireless cart.

**From the Facilitator:**
- Any facilitator new to the program must complete the corresponding workshop during the summer at Southeastern’s main campus in Hammond.
- Any facilitator already in our program who would like to participate in a new class must complete the workshop for that new class during the summer at Southeastern’s main campus.
- All facilitators (new and returning) must attend a ½ day workshop at the end of the summer to copy all online course materials and receive any revisions to the Student Eligibility Guidelines.
- The facilitator(s) must ensure that their students meet the program requirements as outlined in the Dual Enrollment Student Eligibility Guidelines (website) and follow the guidelines of the program laid out in the Memorandum of Understanding (copy given to the principal).
- The facilitator must be certified in the discipline of the course they wish to facilitate.

**From the Students:**
- Students must be in the 11th or 12th grade.
- Students must be on track to complete the Core 4 curriculum with no developmental coursework required.
- Students must have a PLAN, Pre-ACT or ACT composite score of ≥18 (ASPIRE ≥ 430)
- Students must have a PLAN, Pre-ACT or ACT English sub-score of ≥18 (ASPIRE ≥ 433) AND a PLAN, Pre-ACT or ACT mathematics sub-score of ≥19 (ASPIRE ≥ 431) to enroll in a Spanish course.
- To enroll in SPAN 102, the student must have passed SPAN 101 with an A, B, C or D.
- To enroll in SPAN 201, the student must have passed SPAN 102 with an A, B, C or D.
- Students must be enrolled in a high school Psychology course while dual enrolled.

**2017 Summer Workshops:**

<table>
<thead>
<tr>
<th>Session Title</th>
<th>Dates</th>
<th>Audience</th>
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</thead>
<tbody>
<tr>
<td>New Facilitator / General SPANISH (SPAN 101/102/201)</td>
<td>June 19, 2017 9:00-3:00 D. Vickers 211</td>
<td>Mandatory for all new Dual Enrollment Spanish facilitators</td>
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<tr>
<td>½ Day Workshop</td>
<td>July 20, 2017 9:00-noon D. Vickers 211</td>
<td>Mandatory for all Dual Enrollment Spanish facilitators</td>
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</table>
Note:
Once a facilitator has completed the workshop for a particular course, he or she does not have to repeat that workshop in subsequent summers. The only mandatory workshop for a returning facilitator, who does not wish to facilitate a new course, is a ½ day workshop at the end of the summer. This ½ day workshop must be repeated each summer.

Southeastern’s Dual Enrollment Program webpage: http://www.southeastern.edu/future_students/dual_enrollment/
Instructor of Record: Maria Vargas
Email: maria.vargas-2@selu.edu
Phone: 985-549-2042; 985-237-8826 (Cell)

Course materials: http://moodlede.southeastern.edu
Rental Textbook: The Spanish Department is in the process of adopting a new textbook

Prerequisite: (see additional information above)

SPAN 101/102/201 are hybrid courses with all content delivered online through MoodleDE OR face-to-face by Southeastern faculty. The Southeastern instructor of record will develop course content and provide powerpoint notes, ungraded instructional assignments, ungraded quizzes that are similar to exams, and exam study guides to help prepare students to complete the graded assignments and the exams which are also provided by the Southeastern instructor of record. The high school teachers will act as a facilitator and assist with student registration and enrollment, proctor exams as necessary, and through supplemental instruction, serve as a daily learning resource for students as they assimilate course content. The students' final course grades are assigned by the instructor of record.

Student Learning Outcomes: After the completion of this course, students will be able to:

1. To understand the main idea and some parts of the context in short conversations related with the daily situations and real life.
2. To ask and answer questions in the different tenses involved. To participate in simple conversations related with real life using the grammar and pronunciation skills.
3. To complete forms, write paragraphs, notes and short compositions with correct grammar, vocabulary, punctuation, and spelling related with familiar topics of interest.
4. To read and comprehend the main idea and some of the supporting details on edited material related with everyday topics.
5. To recognize and understand the basic cultural differences of the Hispanic speaking world to better interact with the native speakers of the language.

Exams: 400 points

Exams are cumulative. There will be four chapter exams (specific dates for exams, will be provided to each class by the instructor during the first week of class) Each exam will have sections on listening comprehension, grammar and vocabulary, reading and culture, and composition. Compositions will emphasize the vocabulary and grammar structures that you have been studying most recently, but will also incorporate everything that you have learned so far. Make up for exams ONLY if you have an excused absence (see paragraph above). The student must bring the excuse to the instructor before the date of the make-up exam. In these instances only you will be able to take the make-up test on the specific date assigned by the Department of Foreign Languages. No other excuses, albeit very good ones (sick at home, headaches, transmission falls out of car onto the road... etc.) will be honored.

Exams are administered by paper.

The breakdown of exams is as follows:

Chapter Exams - 100 pts. /one x 4 = 400 points
- 1 exam per chapter worth a total of 100 points
- Exam 1 – First Chapter
- Exam 2 – Midterm – Covers only the second chapter’s material
- Exam 3 – Third Chapter
- Exam 4 – Final Exam – must be cumulative but heavier on the final chapter’s material (a 75:25 percent ratio)

Quizzes: 100 points
There are 5 quizzes during the semester, one per chapter. They are worth 25 points each one. Quizzes focus on specific points covered in each chapter. They are administered by paper. Duration of each quiz will not exceed 30 minutes. Note: **No make-ups will be given for a missed quiz.** You will be able to drop one quiz grade at the end of the semester.

**Assignments:** 40 points

There are four assignments, one for each chapter. Each assignment is worth ten points. Late submissions are not accepted. Assignments are available via MoodleDE using the textbook’s online platform.

**Written and Oral Presentations:** 80 points

There is one oral and written assessment at the end of each chapter. They emphasize the vocabulary and grammar structures been studied most recently, but should incorporate everything learned so far stressing the use of the tens(s) involved. Each assessment is worth 10 points. **They SHOULD be ready by the due date on the schedule with NO exceptions.**

**In-class activities and use of the target language in the classroom:** 40 points

This evaluation includes any activity assigned by the instructor in the classroom. Each evaluation is worth 10 points that are given at the end of each chapter.

**Grade scale:**

- [90-100% = A]  
- [80-89% = B]  
- [70-79% = C]  
- [60-69% = D]  
- [< 60% = F]

Grades will be posted on MoodleDE at the completion of the unit. The Instructor of record will report final grades in LeoNet.

**Make-ups:** There will be no individual make-up exams given to students without a valid excuse. Students that possess a valid medical excuse or school excuse may be allowed to take a make-up exam (alternative assessment methods maybe used at my discretion). Make-ups will only be allowed within 1 week of the excused absence. There will be no make-ups for in class work and no extensions for outside class assignments without valid excuses or prior consent of the instructor. (You get to drop your lowest quiz).

**Academic Dishonesty:** Schools agree that the first incident of academic dishonesty in any course by any student in any manner will result in a grade of 0 on the assessment in question. The second incident will result in the student’s failing the Southeastern portion of the course. Southeastern’s Academic Dishonesty Policy:

> Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Examples are the use of unauthorized material, communication with fellow students during an examination, attempting to benefit from the work of another student and similar behavior that defeats the intent of an examination or other class work. Cheating on examinations, plagiarism, improper acknowledgement of sources in essays, and the use of a single essay or paper in more than one course without permission are considered very serious offenses and shall be grounds for disciplinary action as outlined in the current General Catalogue of Southeastern Louisiana University http://www.southeastern.edu resources/policies/policy_detail/acad_integrity.html

**Attendance:** Students should refer to the University policy on attendance as stated in the current SLU catalogue. Attendance will be taken at the beginning of each class. If you cannot attend lectures regularly, you should consider dropping the class. **It is your responsibility to complete and file drop forms with you high school course coordinator if you wish to withdraw from the class.** The last day to withdraw from the class for Fall semester classes is Friday, November 3rd, 2017 and for Year-long and Spring semester classes is March 23rd, 2018.

**Grade Appeals:** Should a student have a concern about a final grade posted for a dual enrollment course, the Grade Appeals policy should be followed below. Please note that a student has 30 days to make a written appeal to the Southeastern Instructor of Record:

After a final course grade is recorded in the Records and Registration Office, a change of grade must be approved in sequence by the instructor of record, the instructor’s department head, and the academic dean of the College of Languages and Communication. In the event of a contested final course grade, a student’s written appeal of the grade must be submitted to the instructor within **thirty (30) calendar days of final grades for the term being due.**
grade appeal should also be submitted to Dr. Jeffrey Temple, Assistant Vice President for Academic Programs. For more information about grade appeals, see http://www.southeastern.edu/resources/policies/policy_detail/instruction_practices.html

**Material to be covered on exams:**

To be determined after the adoption of the new textbook.

**Important dates for the semester:**

**See below the link to the DE google calendar:**

http://www.southeastern.edu/future_students/dual_enrollment/calendar/index.html

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<th>Important Dates for SPAN</th>
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<th>Spring Semester 2018</th>
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<tr>
<td>Last day to enroll</td>
<td>August 27, 2017</td>
<td>August 27, 2017</td>
<td>January 21, 2018</td>
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<td>Last day to DROP</td>
<td>September 3, 2017</td>
<td>September 3, 2017</td>
<td>January 28, 2018</td>
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<tr>
<td>Last day to confirm rosters</td>
<td>September 6, 2017</td>
<td>September 6, 2017</td>
<td>January 31, 2018</td>
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<tr>
<td>Exam 1</td>
<td>September 2017</td>
<td>October 2017</td>
<td>February 2018</td>
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<tr>
<td>Exam 2</td>
<td>October 2017</td>
<td>December 2017</td>
<td>March 2018</td>
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<tr>
<td>Exam 3</td>
<td>November 2017</td>
<td>March 2018</td>
<td>March 2018</td>
</tr>
<tr>
<td>Last day to Withdraw</td>
<td>November 3, 2017</td>
<td>March 23, 2018</td>
<td>March 23, 2018</td>
</tr>
<tr>
<td>Exam 4 //Final Exam</td>
<td>December 2017</td>
<td>May 2018</td>
<td>May 2018</td>
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