

NEW ADVISEMENT POLICIES FOR SPANISH MAJORS AND MINORS (rev 10/19/07)

How do I get advisement and how do I get my avn number?

Spanish majors will receive their avn number via email and are encouraged if they have any questions to arrange an appointment with the Spanish Coordinator of Undergraduate Advisement. **Information regarding courses, sequencing (prerequisites), concentrations, overseas programs, and general issues of interest to Spanish majors is below.** Please read it carefully as you are the one responsible for attending to its content.

Each Spanish major also will be assigned a Spanish faculty member as a mentor whom they can contact during the mentor's regular office hours. Your mentor's principal tasks are to offer advice on professional opportunities and information on career options. After reading the following, problem-solving issues regarding advisement may be directed to the staff in the LLC Office (HU 235, 442-4100) who will inform you of the most efficient protocol for resolving your specific problem, whether it be contacting the Coordinator of Spanish Undergraduate Advisement or some other office on campus.

It is expected that most issues concerning advisement can be handled unproblematically either through students attending to information offered here, or through students addressing questions regarding general university policy to the appropriate office. If you have any questions not addressed below, you may contact the LLC Dep't office (HU235) who can direct you to the appropriate individual or office: the Study Abroad Office (G40 Science Library), the Advisement Services Center (LI B36), or the Office of the Dean of UG studies (LC30).

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1.1. How to choose, declare, and complete a minor

The UG Bulletin offers detailed information regarding the minors available to you, and once you declare a minor (via MyUAlbany), course requirements will be detailed on your audit. Students who major in Spanish often chose minors either in the Humanities (English, other foreign languages), the Social Sciences (Psychology, LACS, History), Business or Education. Students do not need to have a minor in Education in order to go into teaching, but if you're interested in that subject matter, then it might be a logical choice. Students should select a minor which is related to their professional ambitions, or is a discipline which is of personal interest to them, or one in which they have done well in prior coursework. If you have a problem regarding a course within your declared minor, you should directly contact the department which houses that minor.

All students except for double majors must have a minor, and coursework cannot double-count in both the major and minor unless the student has two minors.

1.2. Information on the Spanish minor.

The Spanish minor requires **18 credits of ASPN coursework**. ASPN 100 and ASPN 000 coursework does not count towards the Spanish minor. See below for appropriate course sequencing, placement, and prerequisites. In addition to 18 credits in ASPN coursework, the UG Bulletin notes that **9 of those 18 credits must be at the 200 level or above** (listed specifically as 205/206, 207, and 301); **students with surplus 100 level credits cannot use them to fulfill coursework at the 200 level.** ASPN 207 has been deactivated; to substitute for that requirement, students should take a course at the post-207 level (recommended courses are ASPN 223, 302, or 317). Students who need to complete a Spanish minor quickly should consider a study-abroad program followed by 200/300 level coursework here.

1.3. GenEd requirements

Information on your GenEd requirements is listed on your audit, and courses which might be applied to the different requirements are listed as such in the on-line course catalog of semester offerings. If you have general questions regarding your audit or GenEd issues you should contact the Advisement Services Center concerning the former and the Office of the Dean of Undergraduate Studies concerning the latter.

1.4. What about transfer credit from other universities?

For transfer students, issues of how their credits transferred from their prior university should be handled during their scheduled Transfer Planning Conference before they begin their studies at U at Albany. Spanish majors who take courses from other universities while finishing their degree here should first identify a course at a specific university which they are interested in taking and having transferred to the U at Albany. Once they have identified a potential course, they should check the Transfer Equivalency Database at the Advisement Services Center (the information is also available on-line) for its equivalency. If the course or university does not appear in the database, they should obtain a course description of it (generally available on-line at the targeted university's website), fill out a Transfer Equivalency form, and bring it to the LLC Dep't Office (HU 235) for a Spanish program evaluation of the U at Albany equivalency.

2.1. Course prerequisites and general course sequencing**Basic language sequence (ASPN 100, 101, 103, 104):**

1. None of these classes count towards the Spanish major. ASPN101, 103, 104 may count towards the Spanish minor.
2. Students cannot take ASPN 100-level courses out of sequence and receive credit for them, nor can these courses be taken concurrently. The necessary sequencing for students to receive credit is: 100 > 101 > 103 > 104. Placement criteria mentioned below indicate where a student should begin. Students are discouraged from skipping levels (e.g.: 103 is a prerequisite for 104; it is thus assumed that no one in 104 skipped 103 and moved into 104 directly from 101).
3. Students will not receive credit for 100-level coursework once they've already done Spanish coursework at a higher (200 or above) level.

Upper Intermediate language sequence (ASPN 205, 206, 223, 301Z):

1. The preferred sequencing of these courses is: 205/206 > 301Z > 223.
2. ASPN 205 is for heritage speakers of Spanish. ASPN 206 is for students whose prior principal exposure to Spanish has been the classroom. Students who have a question regarding the most appropriate option should contact their assigned course instructor.
3. Native speakers of Spanish educated in a Spanish-speaking country are encouraged to replace Upper Intermediate (200 level) coursework with Advanced (300+ level) courses.
4. Non-heritage speakers of Spanish should not take 223 until they've taken 206, and ideally also 301Z.

Advanced coursework in language, literature, and culture (300 and 400 level):

1. The Spanish major requires 27 credits of coursework at the advanced level, including ASPN312 and ASPN316. The coursework should be distributed as noted below in one of three concentrations.
2. Students who are not advanced heritage speakers should take at least two 300 level literature classes prior to enrolling in 400-level literature classes.
3. Students should complete 301Z before doing 400-level coursework and 223 before doing 300-level literature coursework.

2.2. Semester-by-semester Program**Program for completing the Spanish major in 3 years (6 semesters):**

Semester 1 [take one ASPN course]: 205 or 206

Semester 2 [take one ASPN course]: 301Z

Semester 3 [take two ASPN courses]: 223 and either 302 or 317

Semester 4 [take two ASPN courses]: 312 or 316 and either 302, 317, 333 or *lin220

Semester 5 [take three ASPN courses]: 312 or 316 and two courses in concentration

Semester 6 [take three ASPN courses]: course selection depends on concentration

Program for completing the Spanish major in two years (4 semesters):

Semester 1 [two courses]: 205 or 206 and either ASPN 333 or lin 220

Semester 2 [three courses]: 301, 223, and either ASPN 333, ASPN 317, or lin 220

Semester 3 [three courses]: 302, either 312 or 316, one ASPN course in concentration

Semester 4 [four courses]: either 312 or 316, and three courses in concentration

Doing the Spanish major in only 4 semesters is intense, particularly for non-native speakers. Students who transfer into the University with insufficient language skills or coursework preparation to be placed into 205 or 206 their first semester here are strongly encouraged to study abroad either their second semester, over the summer, or third semester here, if they hope to graduate within two years of transferring.

2.3. Placement criteria for entering the Spanish program

The following are the placement criteria for 100-104. Students who place at the 200 level or above should follow the course sequencing observations noted in section 2.1.

SPANISH PROGRAM PLACEMENT CRITERIA

1. The following is the normal correspondence between high school background and college placement:

<u>No. of Years of High School</u>	<u>College Placement</u>
<u>Spanish</u>	
0	100
1	100
2	101
3	101
4	103
5	104
6	200 level

2. Students are free to place themselves one semester lower at their own discretion. For example, a student has 3 years of high school Spanish but would prefer to take 101 than 103. This is not the norm, although it is not rare. Also, students may place themselves ahead one semester at their own discretion. Students who have passed the New York State Regents examination within the last five years may not take ASPN 100L.
3. Students who wish to place themselves two semesters lower must show evidence of consistently low grades in Spanish (below C) or must not have taken Spanish for at least 3 years. Students who wish to place themselves two semesters ahead must also show evidence of high grades in Spanish (A- or A) or residence in a Spanish-speaking country or setting for a significant period of time.
4. Placement of students who are from a background where any Spanish is spoken at home would naturally be ASPN 205, Spanish for Bilinguals.
5. Students wishing to deviate from the above parameters must obtain written permission from the language coordinator before enrolling in a class. Further, any individual who is unsure of which class would be most appropriate is encouraged to speak with the Director of Spanish Basic Language Instruction.

3.1 Requirements for the Spanish major

The Spanish major requires **36 ASPN credits**, to be distributed among core courses (15 credits including 312 and 316), and coursework in one of three concentrations (21 credits). The three concentrations are: Literature, Language, and Secondary Education/Teaching. The requirements for each are given below. **Please print out this page and use it to plan your course selection each semester.**

In choosing a concentration, the principal criterion should be the area of a student’s greatest coursework interest; the choice of a concentration rarely has any effect on later professional options. Students should ideally declare their concentration prior to their senior year, as their advanced coursework will **not** be slotted into their audit until a concentration is declared. Declaring a concentration can be done on-line (via MyUAlbany). It does not require a signature.

3.2. Requirements worksheet [36 credits]

Spanish core courses (15 credits):

- ASPN 205 or 206 **[not both!]** _____
- ASPN 223 (Literary Methods) _____
- ASPN 301 (Composition & Conversation) _____
- ASPN 312 (Repres. Sp. Authors 2) _____
- ASPN 316 (Repres. Sp Am. Authors) _____

In addition to core courses, majors must do 21 credits in **one** of three concentrations, distributed in the following manner:

Literature Concentration:

- 1) one literature course at the 300+ level _____
- 2) two literature courses at 400 level _____
- 3) two language/linguistics courses above 301Z _____
- 4) one civilization course _____
- 5) elective replacing ASPN 207 (at 300+ level) _____

Language Concentration:

- 1) one literature course above 316 _____
- 2) ASPN 401 (Phonetics) or ASPN 402 (Syntax) _____
- 3) two 400-level language/linguistics courses _____
- 4) two additional ASPN 300+ level courses (may include *lin220) _____
- 5) elective replacing ASPN 207 (at 300+ level) _____

Secondary Education/Teaching Concentration:

- 1) ASPN 401 (Phonetics) _____
- 2) ASPN 403 (Spanish for Teachers) _____
- 3) one literature course at 300+ level _____
- 4) one literature course at 400 level _____
- 5) one civilization course _____
- 6) one additional ASPN course as advised _____
- 7) elective replacing ASPN 207 (at 300+ level) _____

Courses cannot double-count as fulfilling two requirements (e.g. taking 401 cannot count as fulfilling both the 401 requirement and count towards the two 400-level lang/ling course requirement within the language concentration; taking 316 or 312 cannot count as fulfilling both their requirement and the 300-level literature requirement).

Heritage speakers with strong language skills are encouraged to substitute 300 and 400 level classes for 200-level classes. If you qualify, first talk to the instructor of the course you plan on taking, and then afterwards request that your mentor fill out a DARS form so that the more advanced course substitutes for the lower-level requirement.

*lin220 counts towards the Spanish major only within the language concentration.

3.3. Electives and courses 'as advised'

Any ASPN course above ASPN 300 not specifically required for the major (or slotted elsewhere in your audit) will be slotted as an 'elective'. Students should talk to the Coordinator of Spanish Undergraduate Advisement regarding their 'course as advised'. If you have a course slotted as either an elective or as a course 'as advised', rather than being slotted to appropriately fulfill a requirement that you would like it to, you should contact the Coordinator to fill out a DARS form requesting the change.

3.4. 400-level course offerings in literature vs language; 444 topic courses

1. 400-level literature courses are any 400-level courses taught by: Sabadell-Nieto, Fombona, Kressner, Brioso, Diaz, or Torres-Horwitt. 400-level language courses are any 400-level courses taught by: Westmoreland, Sayahi, Lansing, or Thomas.
2. Students who are using an ASPN 444 'topics' course to count towards their major should attend to who the instructor is in interpreting how the course will be slotted (as literature or language) in their audit. If it is inappropriately slotted (a 444 literature topic appearing as a language course in your audit), they should speak to their mentor. Students may take several ASPN 444 'topics' courses, as long as they are not repeating a topic.
3. The 400-level literature courses may alternately (as well as ASPN317) be used to fulfill the civilization requirement. These 400-level literature courses may be counted as either literature or civilization, but one cannot use the same course to fulfill two different requirements.

3.5. Regularity of course offerings

1. Multiple sections of the following courses are offered every semester: ASPN 100, 101, 103, 104, 206, 223, 301. At least one section of the following courses are offered every semester: ASPN 205.
2. The following courses are offered every other semester: ASPN 302, 312, 316, 317, 403. The following courses are offered no less than every third semester: ASPN 401.
3. There are at least two 300-level literature courses (in addition to either 312 or 316) offered every semester. There are at least three 400-level literature courses offered every semester, and at least two 400-level language courses offered every semester.
4. Over the summer, past course offerings have been limited to ASPN 100, 101, and a 400-level language course.

4. Study Abroad

All students are encouraged to study abroad at some point during their undergraduate career. There are study abroad opportunities in Spanish-speaking countries to meet almost any particular student need or situation. Students who are interested in a study-abroad experience should make an appointment with someone in the Study Abroad Office. When considering course options on overseas programs (as well as interpreting the equivalencies given below), students should understand that no more than one course with a U at Albany 400-level course equivalent will be counted as fulfilling a 400-level course requirement in the Spanish major. Any additional courses a student takes that appear in the list with a 400-level equivalent will automatically be given a SPN 030 equivalent which the student might then use as an elective or a course "as advised". The student's official transcript supplement, however, will list the actual courses taken overseas.

All paperwork regarding course equivalencies for overseas programs will be handled through the Study Abroad Office. Spanish majors who need their advisor's signature to study abroad should leave the form in HU235 to have it signed by the Coordinator of Spanish Undergraduate Advisement.

4.1 Course equivalencies for the Madrid and Valencia programs

The U at Albany currently oversees Spanish programs in Madrid and Valencia, and Spanish majors and minors are strongly encouraged to first consider one of those two programs, as coursework offered there parallels most closely that which is required here from our program. The Madrid program is specifically geared to meet course needs for Spanish majors, and minors who already have advanced language skills (who have already taken 206 and 301), while the Valencia program is for minors with no or very limited Spanish language experience or for students who want a study-abroad experience while completing some GenEd requirements.

Madrid Semester-length program (frequently offered courses):

Art in the Museums of Madrid = ARH 497
 Representative Spanish Authors = APN 312
 Phonetics = ASPN 401
 Business Spanish: Translation = ASPN 406
 Cross-Cultural Introduction to Spanish Society = ASPN 315
 Cervantes and His Time = ASPN 482
 Advanced Grammar and Composition = ASPN 030
 Introduction to Literary Studies = ASPN 223
 Colloquial Spanish = ASPN 404
 Spanish and Latin American Women Writers = ASPN 344
 Contemporary Spanish cinema = ASPN 318
 History of Spain = ASPN 314
 Intercambio = ASPN 030

Valencia Semester-length Program:

Spanish language (6 credits): basic level = 3 credits of ASPN 100 + 3 credits of ASPN 010 (counts as fulfilling GenEd foreign language requirement and 3 credits count towards Spanish minor; does not count in Spanish major)

Spanish language (6 credits): intermediate level = 6 credits of ASPN 010 (counts as fulfilling GenEd foreign language requirement and counts towards Spanish minor; does not count towards Spanish major).

Spanish language (6 credits): advanced level = 3 credits of ASPN 206 + 3 credits of ASPN030.

Introduction to Spanish literature (in Spanish) = ASPN 223

*Spanish film (in English) = ASPN 010

*Introduction to Spanish art (in English) = ASPN 010

*Spain: a cultural study (in English) = ASPN 010

*Spanish literature (in English) = ASPN 010

History of Spain (in English) = AHIS 391

Valencia Summer Program:

Spanish language (3 credits): beginning level = ASPN 100 (does not count as fulfilling foreign language GenEd requirement).

Spanish language (3 credits): intermediate level = ASPN 010 (counts within the minor; does not count within the major; fulfills foreign language GenEd requirement)

Spanish language (3 credits): advanced level = 3 credits of ASPN 030 (counts towards major and minor only).

Introduction to Spanish literature (in Spanish) = ASPN 223

*Spain: a cultural study (in English) = ASPN 010

*Intro to Spanish art (in English) = ASPN 010

*Spanish literature (in English) = ASPN 010

Introduction to European Union Economics (in English) = AECO 010

History of Spain (in English) = AHIS 010

*One but only one of the courses offered in English may count towards the Spanish major/Spanish minor. To complete the Spanish minor, the student has to have at least 9 credits of coursework at the 200+ level, and the specifically required 301 class (so even though students might have a surplus of credits at the 100 level, these cannot substitute for 200/300 level coursework).

4.2 Course equivalencies for other study abroad programs

Students who go on a different study abroad program should expect the following equivalencies for their coursework:

1. Coursework done in English = Students will not receive ASPN credit for coursework done in English (unless it is done on the Valencia program, where they may count one course done in English towards their Spanish major/minor).
2. Coursework done in Spanish at a **non-advanced language level** = ASPN 000 (will not count in Spanish major or minor) or ASPN 010 (will count in Spanish minor but not in Spanish major), depending on verifiable course level. Students should take care that level of overseas coursework does not duplicate level of coursework already done here.
3. Coursework done in Spanish at an **advanced language level** (topics on Spanish literature, advanced language, or civilization) = ASPN 030 (may count as electives within the Spanish major); coursework will not substitute for any specifically required ASPN course above 301 without prior written permission from faculty mentor.

5. Special programs and opportunities for Spanish majors

There are several special programs and opportunities at the U at Albany for undergraduate Spanish majors intended to promote serious undergraduate scholarship within our program and help students advance professionally. The following are a few we'd like you to consider.

5.1 The Honors Program in Spanish

The Honors Program in Spanish is designed to promote opportunities for advanced work to highly motivated, mature undergraduate majors and prepare them to do independent work. Students may apply for admission to the Honors Program no earlier than the beginning of the second semester of their sophomore year, and no later than the end of the second semester of their junior year. To gain admission to the Program students must have formally declared a major in Spanish and have completed at least 12 credits toward their major. In addition, they must have an overall GPA of at least 3.25, and 3.50 in their major, both of which must be maintained in order to graduate with honors.

Students must complete the 36 credits required for the major as well as a 4 credit Honors Thesis (ASPN 499) to be done the semester in which they graduate. Students are additionally required to take one additional course at the 400-500 level within the area of their concentration. This "additional" 400-500 level course does not increase the number of credits required for the major or for the Honors Program but only mandates that one of the student's elective courses be at the most advanced level in the area of their concentration. The Honors Thesis should be a 25-40 page research project directed by a faculty member of the Spanish program. Students interested in doing the Honors Program in Spanish first should express that interest to their faculty mentor.

5.2 Combined B.A. / M.A. Program

The combined B.A./M.A. program in Spanish provides an opportunity for students of recognized academic ability and educational maturity to fulfill integrated requirements of undergraduate and master's degree programs from the beginning of their junior year.

The combined program requires a minimum of 138 credits, of which at least 30 must be graduate credits. In qualifying for the B.A., students must meet all University and college requirements, including the requirements of the undergraduate major described above, the minor requirement, the minimum 90 credit liberal arts and sciences requirement, general education requirements and residency requirements. In qualifying for the M.A., students must meet all University and college requirements as outlined in the Graduate Bulletin, including completion of a minimum of 30 graduate credits and any other conditions such as a research seminar, thesis, comprehensive examination, professional experience and residency requirements. Up to 12 graduate credits may be applied simultaneously to both the B.A. and M.A. programs. Students are considered as undergraduates until completion of 120 graduation credits and satisfactory completion of all B.A. requirements. Upon meeting B.A. requirements, students are automatically considered as graduate students. Students may apply for admission to the combined degree program in Spanish at the beginning of their junior year or after the successful completion of 56 credits, but no later than the accumulation of 100 credits. Students entering the University with advanced standing in Spanish may be admitted after

satisfying the core requirements (ASPN 205 or 206, 207, 223L, 301 (or 301Z), 312, and 316). A cumulative grade point average of 3.20 or higher and three supportive letters of recommendation from faculty are required for consideration.

Sigma Delta Pi Honor Society and other recognitions of superior scholarship

The Spanish Honor Society, Sigma Delta Pi (chapter Eta Eta Psi) recognizes students with a GPA in the major of at least 3.00 and an overall GPA of at least 2.75 at a ceremony each spring. Each year faculty have organized, as a part of the ceremony, a cultural program of lectures, music, or poetry readings, and the evening offers students and their families the chance to interact socially with faculty members.

Students may also be recognized for significant scholarship during graduation by receiving the Carrino award, an award established by faculty to honor the late Chair of the Department of Hispanic Studies, Frank Carrino. The award amount may be divided among worthy junior or senior candidates within LLC but may not be less than \$500. Students are also encouraged to actively pursue campus-wide honors programs such as Phi Beta Kappa.