

**Department of Modern Languages and Literatures
The University of Winnipeg**

**Transferring French Studies Credits
for the *Explore* Second Language Spring or Summer Program**

A. *Explore* - Second Language Spring or Summer Program

Students enrolled in the *Explore Program* will take a placement test when they arrive at the host institution. They are placed in the appropriate course according to the test results.

Once the *Explore Program* is completed, and in order to have their credits transferred to The University of Winnipeg, students need to email the Department of Modern Languages and Literatures Chair or the *Explore Program* credit transfer advisor, the following documents:

1. The official mark transcript from the host university;
2. Course outlines;
3. Class materials (notes, assignments, tests and/or exams).

A transfer credit request will not be reviewed without the above.

Students do not need to submit the above documents to Student Central.

After having received the Department of Modern Languages and Literatures' Assessment Memo, students need to complete the Letter of Permission (LOP available at Student Central or online: <https://www.uwinnipeg.ca/student-records/letter-of-permission.html>), and submit it with payment at Student Central, for the official credit transfer to take place.

B. *Explore* Transfer Credit Criteria

1. Transfer credit is possible for a course successfully completed and meeting the academic criteria of the French Studies Program in the Department of Modern Languages and Literature at The University of Winnipeg. This includes oral and written components, assignments, tests and/or exams.
2. A 5-week *Explore Program* fully completed and meeting all the criteria listed above (B.1.) will be transferred as a 3-credit hour unallocated FREN-1000 language course.
3. Students completing a 2nd 5-week *Explore Program* may receive an additional 3-credit hour unallocated FREN-1000 language course, provided the criteria listed above (A.1., 2., 3.; B.1.) are met.

Limits in *Explore* Transfer Credit:

1. The maximum transfer credit is FREN-1000 (3) twice (for a total of six credits).
2. Students taking a 3rd *Explore Program* will not receive any extra credit. In this case, students could choose to enroll in the *Explore Program* solely for the Francophone linguistic and cultural experience.

C. Transferring *Explore* Credits and Subsequent Registration in French Studies Courses

Students who enroll in a French Studies course in the Department of Modern Languages and Literatures at The University of Winnipeg, and subsequently receive an *Explore* transfer credit for that course, can add/drop within the allowed time period (refer to current UW Calendar for specific dates). In this case, students need to email the Department, or consult WebAdvisor, for space availability.

(Effective September 2021)