Institution\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Professors of French:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Rank; tenured/non-tenured, etc.** | **Courses taught** | **e-mail** |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |

Contact Person for this application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Information (e-mail, phone, address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. ***Enrollment in Program. Give the number of students in each level.***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Years | Elementary | Intermediate | 200-level | 300-400 level | Graduate | other |
| 2025-2026 |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |

Number of students in institution or division: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of students enrolled in all World Languages: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Majors, Minors, and other programs featuring French**
   1. *Majors and minors: numbers of students enrolled*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Years | Majors: French language/literature/ | Majors: French + other concentration | Majors: French plus Certification in Education | Minors: French language/literature | Minors: French + other concentration | Other |
| 2025-2026 |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |

* 1. *Programs requiring advanced courses in French*

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Program | Number of students enrolled | Number of French Courses required | Level of Courses required |
|  |  |  |  |
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1. **Faculty Qualifications:** Please attach a CV for all full-time faculty members. Include adjuncts if appropriate. List here major professional accomplishments and awards of French faculty (2-4 years):

|  |  |  |
| --- | --- | --- |
| **Name of Faculty** | **Professional Activities/Awards** | **Date** |
|  |  |  |
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1. **Faculty Professional Development (2-3 years)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of faculty member** | **Name of conference** | **Place** | **Dates attended** | **Presentation if given** |
|  |  |  |  |  |
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1. **Key Instructional Practices:***Please include a syllabus for:*
   1. One elementary, one intermediate, and one advanced class. Indicate how these are standards-based, communicative, learner-centered, and include at least 90% of French used in the class. Limit: 3 pages each
   2. Description or syllabus of any innovative courses, special programs, or course modules. (limit: 3 items, 3 pages each)

1. ***Type of Standards-based, performance assessment (at least one):***

1. **OPI**:

* Levels tested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Attach results: numbers only, not names.

1. **Other**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Levels tested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Attach results: numbers only, not names
* Attach rubric and brief (one-half page) description of the assessment.

1. ***Student Activities****: Give number of students involved. Attach programs and other pertinent documentation (limit: 4). You may send up to three photos, clearly labeled.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Years | French Club | University  exchange/  travel abroad | Study Abroad | Honor Society | National  French Week | French  table | French film  series | Other |
| 2025-2026 |  |  |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |  |  |

1. **Demonstration of Collaboration and Support**. *Please attach:*
   1. Two or three letters from administration and colleagues, which will indicate collaboration and presence to the college community.
   2. Attach two or three letters from students and graduates, which will indicate effects on future study or employment.

* 1. ***Indicate here numbers of graduates in various careers or study:***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Years | Teaching | Business | Further study | Media | Finance | Service professions | Other (specify) |
| 2025-2026 |  |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |  |

1. **Self-evaluation:** Please attach a **one-page** reflective narrative detailing the accomplishments of your program. Note especially the points indicated in the description of an exemplary program. You can include student evaluations, which testify to the success of your program.
2. **Future Plans:** Include your most recent strategic plan (one page) for the future development of the program.

***If this is a renewal application*:**

* You can reuse material from your original application, up to three years ago.
* Update each category, indicating that you have maintained or upgraded your original designation.

I certify that I have provided accurate information as far as I am able. All full-time professors of French are current members of AATF.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Contact teacher)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Dean or Chief Academic Administrator)

Please return this application with appropriate documentation **in electronic format** (PDF or Word), preferably through Google Drive, by February 15, 2026:

Mary Helen Kashuba, SSJ

Chestnut Hill College

9601 Germantown Ave.

Philadelphia PA 19118

215-248-7124

[kashubam@chc.edu](mailto:kashubam@chc.edu)