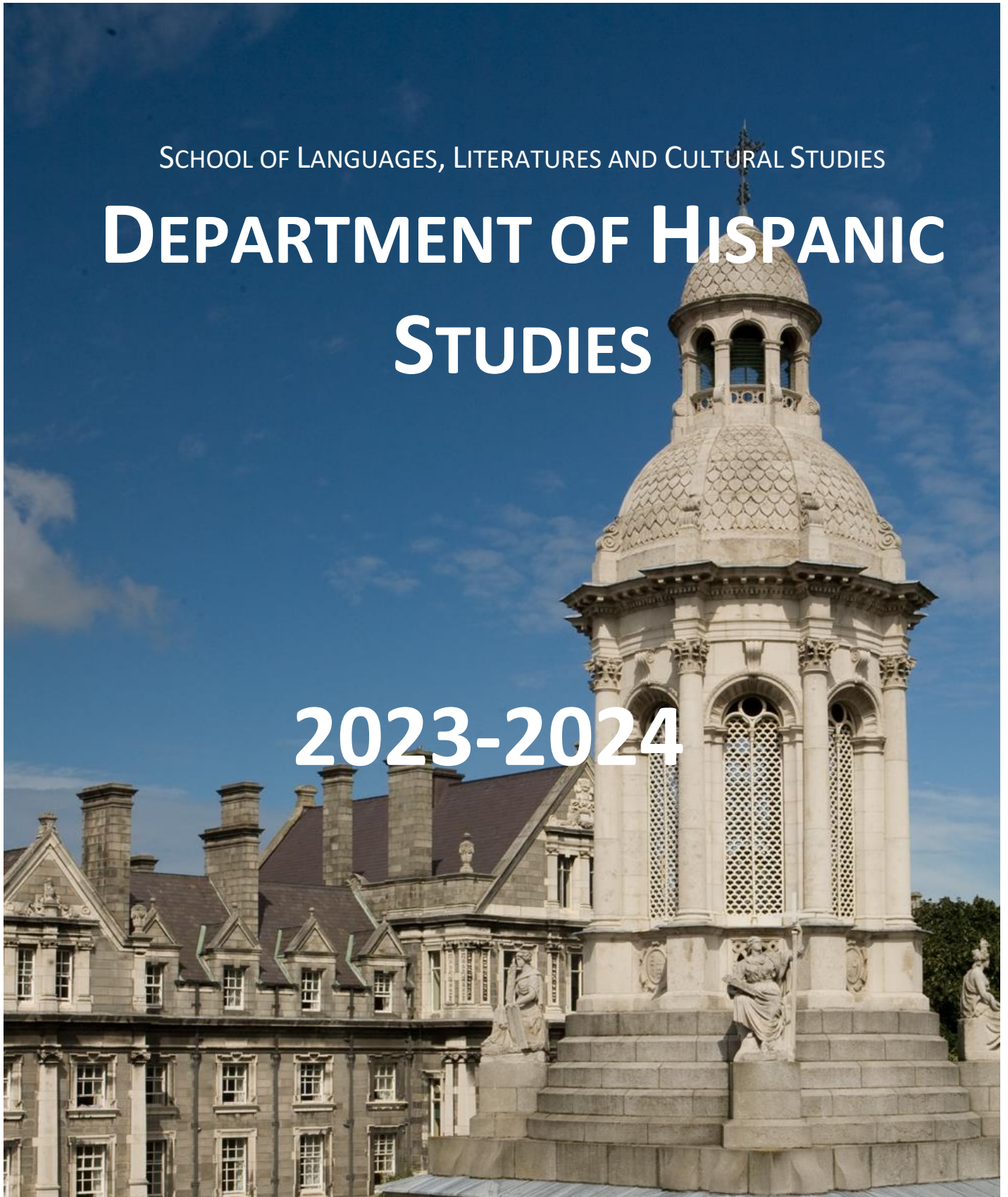**Trinity College Dublin**
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

SCHOOL OF LANGUAGES, LITERATURES AND CULTURAL STUDIES

DEPARTMENT OF HISPANIC STUDIES

2023-2024

Contents

A Note on this Handbook

In the event of any conflict or inconsistency between the General Regulations published in the University Calendar and information contained in programme or departmental handbooks, the provisions of the General Regulations in the Calendar will prevail.

This Handbook should be read in conjunction with the general School Handbook.
Alternative formats of the Handbook can be made available on request.

Please note the information in this Handbook is considered accurate at time of preparation. Any necessary changes and updates will be notified to students by email.

Updated August 2023.

In the Department of Hispanic Studies, we welcome students from a range of diverse backgrounds and perspectives. We believe that diversity of ideas and knowledge enriches everyone's learning, provided we treat each other with dignity and respect. We strive to incorporate accessibility and inclusivity in our teaching and classrooms to ensure all students, regardless of disability, ethnicity, gender, sexuality, background or socio-economic status, have equitable opportunity to engage fully in their studies and achieve their learning goals. We endorse Trinity's Dignity and Respect Policy, Accessible Information Policy and other disability-specific policies and procedures, and the aims and objectives of the Trinity Inclusive Curriculum Project. Suggestions and feedback on how we can improve our accessibility and inclusivity are encouraged and appreciated.

GENERAL COURSE INFORMATION

During the academic year the Department expects you to:

- Read this booklet carefully. You can download a copy from the [Department of Hispanic Studies website;](#)

- Read your Trinity emails and Blackboard announcements regularly;

- Attend all classes;

- Revise, read around and ahead of the topic/theme, and come prepared for each class;

- Set aside at least 30 hours each week for academic work outside language classes, lectures and seminars;

- Hand in all homework pieces and required work by the deadline(s);

- Speak to your lecturer, module coordinator or the Head of Department if you are in any doubt about your study programme or department requirements, or to your College Tutor if you are experiencing personal difficulties. Further information about the study programme is provided by the lecturers, on Blackboard and on the Department website.

Hispanic Studies Course Content

In all years, the Department provides intensive study of the Spanish language as well as the option to take Portuguese as a Beginner in Senior Fresh. In the first three years, students study Spanish and Latin American History, Literature and Culture through a variety of modules. Final-year students will study a range of literature and culture modules taught in small-group, seminar format. Final-year Trinity Joint Honours (TJH) students also write a Capstone project of 6,000 words on a topic of their choosing under the supervision of one the Department's lecturers.

Staff Contact Details

Staff Name	Role	Email	Office
Dr Catherine Barbour	Head of Department	barbourc@tcd.ie	5060
Dr Brian Brewer	European Studies Programme Coordinator, Non-EU & ES Study Abroad coordinator	brewerb@tcd.ie	5059
Prof Omar García	Head of School, Spanish Chair, Director of BSL, Director for Centre for Global Intercultural Communications	omar.garcia@tcd.ie	5063
Dr Katerina García	TJH Erasmus Study Abroad coordinator (HT 24)	kgarcia@tcd.ie	5058
Dr Yairen Jerez Columbié	Assistant Professor in Latin American Studies and Intercultural Communications	yairen.jerez@tcd.ie	4109
Dr Catherine Leen	Associate Professor in Hispanic Studies		5061
Ms Eva Barba	Teaching Fellow BSL Coordinator	ebarba@tcd.ie	5054b
Ms Patricia González Bermúdez	Teaching Fellow	pgonzal@tcd.ie	5054b
Ms Carmen Sanjulián García	Teaching Fellow	carmens@tcd.ie	3037
Ms Virginia Segura González	Teaching Fellow Incoming Erasmus Coordinator (MT 23)	segurav@tcd.ie	5054b
Dr Paul Rankin	Teaching Fellow	rankinp@tcd.ie	5054b
Dr Milica Djurdjevic-Flatley	Teaching Fellow	djurdjem@tcd.ie	5064
Ms Paula Falcão	Language Assistant (Portuguese)	pfalcao@tcd.ie	5054b
Ms Mariana Villegas Triay	Language Assistant (Spanish)	mvillega@tcd.ie	5064
Dr Maly Palotto	Adjunct Language Assistant (Spanish)		5064
Ms Cristina Barroso Durán	Adjunct Language Assistant (Spanish)	barrosoc@tcd.ie	
Mr Rafael Silva	Adjunct Language Assistant (Spanish)	silvar@tcd.ie	

For staff research interests, see web profiles available here.

Key Locations

School Office

The School office is based in Room 5038, which is located on the fifth floor of the Arts Building.

Blackboard

Blackboard is the College online learning environment where students can access their study material like lecture notes and discussion forums. The use of Blackboard varies from module to module, and individual lecturers will speak to you about the requirements for their module. In order to access a module on Blackboard you should be registered to the module by your programme administrator. Blackboard can be accessed via   the following link: https://tcd.blackboard.com/webapps/login/

Student Portal

The my.tcd.ie portal allows students to view their own central student record containing all relevant information related to the course for which you are registered. To access the system, you will need your College username and network password.

Email

All official email correspondence will be sent to Trinity email addresses only. You should check your email on a regular basis. When emailing lecturers and professional services staff, students should always include their TCD Student ID Number.

Key Dates
Please refer to the **Academic Year Structure** for key dates in the 2023-24 academic year.

Timetable
Lecture timetables are published to student portal (my.tcd.ie) at least one week before the beginning of the academic year. Once a student is registered, they can view their timetable on their student portal. The onus is on students to check their timetable at regular intervals to identify any changes to venues or lecture times. It is imperative that students, at the beginning of the academic year, check for any clashing of modules that may be occurring, not just in Semester 1, but also in Semester 2. Please contact timetables.sllcs@tcd.ie if you have any clashes.

Study Abroad/Erasmus
The Department of Hispanic Studies offers Junior Sophister students a variety of opportunities to study abroad. TJH students on a Single Honours pathway must complete a compulsory year abroad. Students on a Joint Honours pathway or those majoring in Spanish may spend either one semester or a full year abroad. All students interested in applying to study abroad should first consult the TJH Regulations for Study Abroad. It is important to note that marks achieved abroad count towards the final degree result.

If you are interested in participating in an Erasmus programme or Non-EU exchanges please consult Dr Brian Brewer (brewerb@tcd.ie). For more information on exchange opportunities in Spanish, please consult the Study Abroad section of the departmental website. More general information is also available on the College website at Outbound - Study - Trinity College Dublin (tcd.ie).

TEACHING AND LEARNING

TJH Programme Architecture[1]

NB. Students can access full module descriptors on their student portal by clicking on:

Courses & Modules -> View Course and Module Descriptive Information

JUNIOR FRESH (TJH) – All Pathways

All JF TJH students take 30 ECTS in Spanish and 30 ECTS in a second subject.

Junior Fresh (Beginners Spanish)			
Module Code	**Module Title**	**ECTS**	**Semester**
SPU1105Y	First Year Spanish (Beginners)	10	1 & 2
SPU11031	Introduction to Spanish & Latin American Cinema	5	1
SPU1104Y	Introduction to Modern Spain	10	1 & 2
SPU11032	Introduction to Spanish & Latin American Literature	5	2

Junior Fresh (Non-Beginners Spanish)			
Module Code	**Module Title**	**ECTS**	**Semester**
SPU1107Y	First Year Spanish (Non-Beginners)	10	1 & 2
SPU11031	Introduction to Spanish & Latin American Cinema	5	1
SPU1104Y	Introduction to Modern Spain	10	1 & 2
SPU11032	Introduction to Spanish & Latin American Literature	5	2

Registration of JF Students on SF Pathways for Academic Year 2023-2024

At the end of Junior Fresh, Joint Honours students will be invited during Trinity term to select their Senior Fresh pathway. Students will receive advice on how to register several weeks in advance of registration. Timetabling may restrict the availability of modules to individual students. Junior Fresh Joint Honours students must choose between the following options for their Senior Fresh year:[2]

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[1] The School reserves the right to amend the list of available modules and to withdraw and add modules. Timetabling may restrict the availability of modules to individual students. See Trinity Joint Honours webpages for comprehensive and up-to-date information on pathways.

[2] Please note that available pathways are subject to change and may be dependent on capacity.

- Continue to take both subjects that they currently take (20 ECTS + 20 ECTS) and 20 credits of Trinity Electives & Open Modules.
- Take more credits in Subject 1 (40 ECTS) than Subject 2 (20 ECTS).
- Take one Subject only (40 ECTS) and Trinity Electives & Open Modules (20 ECTS). Students who select this pathway for Senior Fresh will be on track to exit with a Single Honours degree and must spend a *compulsory year abroad* in their Junior Sophister year.

For further information on the choices and pathways available to Joint Honours students please visit the Trinity Pathways website. Further information on Joint Honours pathways is available from the Joint Honours Course Office.

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SENIOR FRESH (TJH)

SINGLE HONOURS

SF Single Honours students in Spanish take:

- 40 ECTS in Spanish
- 20 ECTS in Trinity Electives/Open Modules

Senior Fresh (Single Honours Spanish)				
Module Code	Module Title	ECTS	Semester	Mandatory/ Optional
SPU2212Y	Second Year Spanish	10	1 & 2	Mandatory
SPU22101	Hispanic Texts 1	5	1	Mandatory
SPU22011	Contemporary Spanish Life & Culture 1	5	1	Mandatory
SPU2206Y	Portuguese Language	10	1 & 2	Optional
CPU22051*	Sacred Beast: Politicizing the Animal in World Literature	5	1	Optional
SPU22102	Hispanic Texts 2	5	2	Mandatory
SPU22012	Contemporary Spanish Life & Culture 2	5	2	Mandatory
CPU22062*	Into the Wild: Literature, Gender and Travel	5	2	Optional

*CPU22051 & CPU22062 are offered by staff from within the School of Languages, Literatures and Cultural Studies. Students may choose to take these modules instead of Beginners Portuguese.

MAJOR WITH MINOR (Major Spanish)

SF students majoring in Spanish take:

40 ECTS in Spanish (Major) and 20 ECTS in Subject 2 (Minor)

Senior Fresh (Major [Spanish] with Minor)				
Module Code	Module Title	ECTS	Semester	Mandatory/ Optional
SPU2212Y	Second Year Spanish	10	1 & 2	Mandatory
SPU22101	Hispanic Texts 1	5	1	Mandatory
SPU22011	Contemporary Spanish Life & Culture 1	5	1	Mandatory
SPU2206Y	Portuguese Language	10	1 & 2	Optional
CPU22051*	Sacred Beast: Politicizing the Animal in World Literature	5	1	Optional
SPU22102	Hispanic Texts 2	5	2	Mandatory
SPU22012	Contemporary Spanish Life & Culture 2	5	2	Mandatory
CPU22062*	Into the Wild: Literature, Gender and Travel	5	2	Optional

JOINT HONOURS SPANISH

SF Joint Honours students take:

20 ECTS in Spanish, 20 ECTS in Subject 2 & 20 ECTS in Trinity Electives/Open Modules

Senior Fresh (Joint Honours Spanish)			
Module Code	Module Title	ECTS	Semester
SPU2212Y	Second Year Spanish	10	1 & 2
SPU22101	Hispanic Texts 1	5	1
SPU22102	Hispanic Texts 2	5	2

MINOR SPANISH

SF students minoring in Spanish take 20 ECTS

Senior Fresh (Minor Spanish)			
Module Code	Module Title	ECTS	Semester
SPU2212Y	Second Year Spanish	10	1 & 2
SPU22101	Hispanic Texts 1	5	1
SPU22102	Hispanic Texts 2	5	2

Registration of SF students on JS Pathway for Academic Year 2023-2024

At the end of Senior Fresh, Joint Honours students will be invited during Trinity term to select their Sophister pathway. This will define the award type you will graduate with. Students will receive advice on how to register several weeks in advance of registration. Timetabling may restrict the availability of modules to individual students.

Senior Fresh Joint Honours students must choose between the Sophister pathway options detailed below for their Junior Sophister year. The pathways available will depend on the structure chosen for your Senior Fresh year.[3]

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JUNIOR SOPHISTER (TJH)

See TJH Pathway Requirements here.

SINGLE HONOURS SPANISH – Compulsory Year Abroad

Single Honours students in Spanish must spend their third year abroad, subject to academic performance in Senior Fresh. You can find further details on Study Abroad as well as details of partner institutions on the Departmental website.

MAJOR WITH MINOR (Major Spanish)

JS Students majoring in Spanish take either:

 40 ECTS in Spanish and 20 ECTS in Subject 2 (Option A)

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[3] Please note that available pathways are subject to change and may be dependent on capacity.

OR

 30 ECTS in Spanish and 30 ECTS in Subject 2 (Option B)

Note on Major/ Minor Options A & B:

Students who select a Major with Minor Option A for Junior Sophister will take 40 ECTS in their Major subject and 20 ECTS in their Minor subject and will continue studying their Minor Subject into SS (20 ECTS Capstone/20 ECTS in Major/20 ECTS in Minor subject).

Students who select a Major with Minor Option B for Junior Sophister will take 30 ECTS in each of the Major and Minor subject in JS year and will only study their Major subject in SS (20 ECTS capstone/40 ECTS in Major subject).

JOINT HONOURS SPANISH

JS Joint Honours students take:

30 ECTS in Spanish and 30 ECTS in Subject 2.

MINOR SPANISH

JS students enrolled in Spanish as a minor take either:

 40 ECTS in Subject 1 and 20 ECTS in Spanish (Option A)

OR

 30 ECTS in Subject 1 and 30 ECTS in Spanish (Option B)

Junior Sophister modules offered by the Department of Hispanic Studies must be selected according to pathway requirements:

Module Code	Module Title	ECTS	Semester	Mandatory/ Optional
SPU33081	Third Year Spanish 1	5	1	Mandatory
SPU33131	Character and Exemplarity in Cervantes's Novelas Ejemplares	5	1	Optional
SPU33133	Character and Exemplarity in Cervantes's Novelas Ejemplares	10	1	Optional

SPU33151	Gender and Sexuality in Hispanic Audiovisual Cultures	5	1	Optional
SPU33141	Gender and Sexuality in Hispanic Audiovisual Cultures	10	1	Optional
SPU33061	Voicing Conflict in Latin America: Theatre & Performance as Social Practices	5	1	Optional
SPU33061	Voicing Conflict in Latin America: Theatre & Performance as Social Practices	10	1	Optional
SPU33082	Third Year Spanish 2	5	2	Mandatory
SPU33012	Spanish Linguistics	5	2	Optional
SPU33013	Spanish Linguistics	10	2	Optional
SPU33092	Translation Theory & Practice	5	2	Optional
SPU33094	Translation Theory & Practice	10	2	Optional

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SENIOR SOPHISTER (TJH)

SINGLE HONOURS SPANISH

SS Single Honours students take:

40 ECTS in Spanish and complete a 20 ECTS capstone in Spanish

MAJOR WITH MINOR (Major Spanish)

SS students majoring in Spanish (Option A) take:

20 ECTS in Spanish and 20 ECTS in Subject 2 (Option A) and complete a 20 ECTS capstone project in Spanish

JOINT HONOURS SPANISH

SS Joint Honours students take:

▪ 20 ECTS in Spanish and 20 ECTS in Subject 2 and complete a 20 ECTS capstone project in either Spanish or Subject 2

MINOR SPANISH

SS students enrolled in Spanish as a minor (Option A) take:

20 ECTS in Spanish and 20 ECTS in Subject and complete a 20 ECTS capstone project in Subject 2

Senior Sophister modules offered by the Department of Hispanic Studies must be selected according to pathway requirements:

Senior Sophister (TJH Spanish)			
Module Code	**Mandatory Module**	**ECTS**	**Semester**
SPU44CPY	Capstone	20	1 & 2
SPU4412Y	Final Year Spanish	10	1 & 2
SPU44201	Dissident Voices: Indigenous Activism and Cultural Politics in Contemporary Mexico	5	1
SPU44211	Dissident Voices: Indigenous Activism and Cultural Politics in Contemporary Mexico	10	1
SPU44091	Screening Cuba: National & Transnational Perspectives	5	1
SPU44171	Screening Cuba: National & Transnational Perspectives	10	1
SPU44192	Don Quijote: Cervantes's Epic Comedy	5	2
SPU44182	Don Quijote: Cervantes's Epic Comedy	10	2
SPU44072	Spanish Medieval Literature	5	2
SPU44162	Spanish Medieval Literature	10	2

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LEARNING OUTCOMES

On successful completion of this programme students should be able to:

- demonstrate a high level of understanding of oral and written forms of Spanish;
- deploy an appropriate range of vocabulary, structures and registers in Spanish;
- show a comprehensive understanding of grammatical structures in Spanish and in comparison with English;
- demonstrate a knowledge of the complex realities of communication, particularly when a language is spoken across a wide range of regions and countries;
- interact and mediate effectively using Spanish;

- critically evaluate the cultural products analysed through the medium of Spanish;
- understand, analyse and critically evaluate a wide variety of Spanish and Latin American linguistic and literary texts and/or films from a wide variety of historical periods and genres;
- synthesise ideas and organise material into coherent and well substantiated arguments, both orally and in writing;
- identify and formulate appropriate research questions;
- work autonomously, as evidenced by their ability to conceptualise, design and implement an independent research project.

Detailed information concerning learning outcomes as well as the content, objectives, required reading, bibliographies and assessment patterns for each module can be found on your portal by clicking on 'Course and Module' and then 'View Course and Module Descriptive Information'.

ASSESSMENT REQUIREMENTS

The Department of Hispanic Studies uses a variety of modes of assessment. Detailed information concerning the assessment and reassessment of modules is included in module descriptors available through the student portal. Your lecturer will also provide details of submission dates for assessed coursework and oral presentations at the beginning of each term. If you have any questions regarding the assessment arrangements for a specific module, you should contact your module coordinator.

Students are required to submit all essays through Turnitin on Blackboard. All essays must also be accompanied by a signed coversheet provided on Blackboard. Essays must adhere to a recognised referencing system. Your module instructor will inform you if a specific referencing system is to be used. It is essential that all coursework is submitted on time.

Essays submitted after the due date without permission will be subject to the penalties set out in the School handbook. Please note that these penalties have been agreed and are applied throughout the School of Languages, Literatures and Cultural Studies.

Extensions may be granted only where there is a medical certificate or evidence of other mitigating circumstances. Evidence must be presented through your Tutor. It is each student's personal responsibility to comply with the assessment requirements and submission.

PRESENTATION OF ESSAYS

1. The essay must engage with the theme of the essay question: if a question is being asked then that question must be answered; if it asks for discussion on topic A, the essay cannot be about topic B.
2. Make sure you write grammatical English sentences. Capitalise and punctuate properly. Marks will be lost for poor presentation and expression. Pay special attention to the possessive apostrophe, and also distinguish between "it's" as an abbreviation for 'it is' and 'its' as a possessive adjective (I have given the cat its dinner).

3. Writing in note form, or using conversational abbreviations of ordinary English or Spanish words, are not acceptable (e.g., do not write "can't" for cannot/can not).

4. When typing in Spanish, please ensure that you insert all Spanish accents and other orthographical signs.

5. A change of theme or a new stage in the argument demands a new paragraph. Each paragraph should develop, expand, clarify or exemplify your argument(s). While paragraphs should not be excessively long, avoid one-sentence paragraphs.

6. Number all pages.

7. Italicise the titles of books and complete works like plays, stories, novels and (usually) poems: e.g. *La vida es sueño*, *Bodas de sangre*, *Don Quijote*. Do not use inverted commas for the titles of extended written works. Note that in Spanish book titles, only the first letter is capitalized, except for proper names and words that always have a capital letter, as for example in the following novels: *Cinco horas con Mario*, and *Su único hijo*.

8. Titles of chapters, articles in periodicals, essays in collections (and sometimes shorter poems) are given in quotation marks: for example, 'The Dehumanisation of Lorca's *Poeta en Nueva York*'. The name of the periodical is italicised, and identified thus: *Bulletin of Hispanic Studies*, 21 (2001), pp. 150-151 – that is, vol. no., (year), page reference(s).

9. QUOTATIONS from a literary work should be identified: number or line-numbers of poem; chapter and page-number of novel or play. Indicate which edition you are using. Subsequent references can be put in your text in brackets and need not be relegated to footnotes or endnotes. Avoid a string of footnotes or endnotes referring only to the work that you are chiefly discussing. Quotations of less than four lines should be run on in the text. This includes poetry, the lines of which are then separated by forward slashes. Longer quotations (over about 40 words), whether in verse or prose, are given their own lines of text, and should be indented and single spaced without single inverted commas. Your quotations should make sense either as part of your own sentence or as complete sentences in their own right.

10. FOOTNOTE/ENDNOTE numbers should be placed at the end of a sentence after the punctuation.

11. If you use someone else's ideas – whether quoted or paraphrased – you must attribute the borrowing to the author. To not do so constitutes plagiarism. A reference in the Bibliography is not enough. Your indebtedness to the writer must be acknowledged at the point of borrowing.

You can use some of the standard conventions to attribute borrowings to an author; for example:

According to F. Caudet … (p. 5); **Paul Preston argues that** … (p. 25); **As J. H. Elliot points out**, … (p. 89).

12. Even if you do not incorporate quotations from or references to books or articles in the body of your essay, you must, on a separate page entitled Bibliography, give a list of the sources you have used in the preparation of the essay.

13. You must follow the same conventions and appropriate referencing when accessing material on the web, and in brackets add the date you accessed the website; for example, http://www.tcd.ie/Local/ [accessed 1 January 2023].

14. **Basic principles:** be clear and consistent; in general, it is sound practice to let the introduction briefly outline what you intend to deal with, discuss, describe etc.; the body of the essay should fulfill the expectations prompted by the introduction; the essay should be rounded off with a brief conclusion of the arguments and themes.

15. Students are reminded of Trinity's Accessible Information Policy. All written material should use sans serif font (e.g. Calibri, Arial), minimum size 11/12. More information on accessible materials is available on the Trinity Inclusive Curriculum webpages.

EXAMINATIONS

For links and information regarding examinations please go to the Academic Registry website. There are a number of links available on this webpage which you may find helpful, including links to past papers for Hispanic Studies. College General Regulations and information is available in the College Calendar. TJH assessment and progression regulations can be found on the Trinity Joint Honours webpages.

It is each student's personal responsibility to access their portal (my.tcd.ie) or the Examinations Office website in relation to examination dates, times and venues. No timetable or reminder will be sent to individual students by any office.

PLAGIARISM

Plagiarism is interpreted by the University as 'the act of presenting the work or ideas of others as one's own, without due acknowledgement. Plagiarism can arise from deliberate actions and also through careless thinking and/or methodology. The offence lies not in the attitude or intention of the perpetrator, but in the action and in its consequences. It is the responsibility of the author of any work to ensure that he/she does not commit plagiarism. Plagiarism is considered to be academically fraudulent, and an offence against academic integrity that is subject to the disciplinary procedures of the University' (College Calendar, Part II, General Regulations, § 95).

To ensure that you have a clear understanding of what plagiarism is, how Trinity deals with cases of plagiarism, and how to avoid it we ask you to take the following steps:

1. Visit the online resources to inform yourself about how Trinity deals with plagiarism and how you can avoid it at What Plagiarism is and how to avoid it - Avoiding Plagiarism - Library Guides at Trinity College Dublin (tcd.ie).

2. Complete the 'Ready, Steady, Write' online tutorial on plagiarism at Ready Steady Write Plagiarism Tutorial - Avoiding Plagiarism - Library Guides at Trinity College Dublin (tcd.ie). **Completing the tutorial is compulsory for all students.**

3. Familiarise yourself with the declaration that you will be asked to sign when submitting course work at Coversheet Declaration - Avoiding Plagiarism - Library Guides at Trinity College Dublin (tcd.ie).

4. Contact your College Tutor, your Head of Department, or your Lecturer if you are unsure about any aspect of plagiarism.

MARKING SCALE

70-100 I (First)   40-49 III (Third)

60-69 II.I (Upper Second)   30-39 F1 (Fail)

50-59 II.II (Lower Second)   0-29 F2 (Fail)

First class (excellent)

Written work will demonstrate consistent evidence of: an excellent knowledge and understanding of appropriate texts and critical engagement with scholarship/criticism/theory; highly skillful deployment of a wide range of relevant information in a well-crafted structure; arguments that manifest independent/original thought; critical evaluative ability with a keen awareness of key issues; exemplary use of accepted scholarly conventions relating to the attribution of sources, footnoting, and bibliography; an exceptional ability to express ideas cogently in written English.

Upper Second class (very good)

Written work will show consistent evidence of: a very good knowledge and understanding of appropriate texts and scholarship/criticism/theory; a notable ability to present relevant information in a clear and well thought out structure; arguments that show a very good degree of evaluative thought; competent use of accepted scholarly conventions relating to the attribution of sources, footnoting, and bibliography; an extremely good command of written English.

Lower Second class (good)

Written work will give consistent evidence of: a competent knowledge and understanding of relevant texts and scholarship/criticism/theory; engagement with the question being asked; good overall organization of ideas; proper use of scholarly conventions relating to the integration and attribution of sources, footnoting, and bibliography; a good command of written English, with accuracy in grammar and spelling, and an appropriately academic lexical range.

Third class (acceptable)

Written work will normally give evidence of: competence in relation to relevant texts and scholarship/criticism/theory; an approach to the question being asked which is not merely

superficial/derivative/uncritical; no more than a minor tendency to repetition and description; awareness of scholarly conventions concerning the proper integration and attribution of sources, footnoting, and bibliography; appropriate grammar, spelling, and lexical range.

Fail I (not acceptable)

Written work in the F1 range will normally show only a superficial knowledge of the topic and/or fail to display acceptable competence in constructing an answer to the question posed; it will be disjointed and derivative, with an unclear structure; it will show difficulty in following its own arguments. Even work which otherwise reveals basic competence may fall into the F1 category for the following deficiencies: lack of in-depth engagement with the texts; failure to observe the scholarly conventions concerning the proper integration and attribution of sources, footnoting, and bibliography; an accumulation of errors in grammar/spelling/vocabulary.

Fail II (inadequate)

Written work in the F2 range will reveal an inadequate knowledge of the topic, and/or an inability to display basic competence in constructing an answer to the question posed. Such work is also most likely to give more serious evidence of the weaknesses noted under F1.

CAPSTONE PROJECT

The Capstone project in the Department of Hispanic Studies is an independent research project on a topic chosen in consultation with a departmental staff member who will act as supervisor. It is assessed by an extended essay of 6,000 words, including all notes, references and bibliography; which answers an original research question or develops an original thesis; and which contains an authoritative critical bibliography. Detailed guidelines on the Capstone project will be circulated to students during the Trinity term of their JS year.

Details of College Policies and Procedures with regards to research guidelines and ethical practices are included the School Handbook.

FOUNDATION SCHOLARSHIPS & PRIZES

Academic Registry provides general information regarding the Foundation Scholarship examinations and is available at the following link: Foundation Scholarship - Academic Registry - Trinity College Dublin (tcd.ie). Further information can also be found in the School Handbook. For details of the content and format of the Foundation Scholarship examinations in the Department of Hispanic Studies, please consult the Departmental website.

Four composition prizes are awarded each year to Junior and Senior Fresh students following Trinity Joint Honours, European Studies, Computer Science and a Language and Single Honours courses.

ATTENDANCE REQUIREMENTS

Attendance at all lectures, tutorials and language classes, whether in person or online, is COMPULSORY for students in all years. In the case of absence of more than three consecutive days, a medical certificate or other relevant supporting evidence should be provided to the appropriate lecturer(s). In accordance with the regulations laid down by the University Council, students may be returned for the semester as *non-satisfactory* if they have been absent for more than a third of their course of study in any term. Students reported as non-satisfactory for the Michaelmas and Hilary terms of a given year may be refused permission to take their semester two assessment or examinations and may be required by the Senior Lecturer to repeat the year.

REQUESTS FOR TRANSCRIPTS AND LETTERS OF RECOMMENDATION

Transcripts can be requested from Academic Registry.https://www.tcd.ie/academicregistry/service-desk/transcripts/ These provide details of modules studied and marks attained. If you require further information that is not included in the official transcript, please email undergraduate.sllcs@tcd.ie. When requesting either a transcript or a letter of recommendation, students should provide at least two weeks' notice. Students should also include the following information in their email request:

1. Your Name

2. Your Student Number

3. Year and Course of Study

Transcripts are never issued to a third party, such as a parent or prospective employer, without the consent of the person named on the transcript.