



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

Centre for European Studies

European Studies (TCD-Columbia Dual Degree)

TCD Handbook 2021–2022



CONTENTS

- 1. General Information**
 - (i) European Studies**
 - (ii) This Handbook**
 - (iii) The European Studies Office**
 - (iv) Teaching Staff**

- 2. Regulations and Guidelines**
 - (i) Assessment and Examinations**
 - (ii) Marking Scale**
 - (iii) Plagiarism**
 - (iv) Essay Submission**
 - (v) Essay-writing Guidelines**
 - (vi) Attendance and Non-satisfactory Performance**

- 3. Course Structure**
 - (i) Junior Fresher Year**
 - (ii) Senior Fresher Year**
 - (iii) TCD Sophister Programme of Study**

1. GENERAL INFORMATION

(i) European Studies

The objective of the European Studies programme is to achieve a high degree of linguistic competence, a firm intellectual grasp of several academic disciplines, and a detailed understanding of the European past and of contemporary Europe. In your European Studies programme, you will study two languages (French, German, Irish, Italian, Polish, Russian or Spanish), the history of ideas and the evolution of European thought, and you will also study the European past and present through the disciplines of History, Political Science, Sociology and Economics. The Sophister years in Columbia University allow you to define your own academic path at an advanced level within the disciplines of the course.

(ii) This Handbook

This Handbook provides information about the European Studies office, teaching staff, assessment, and about the academic programme at TCD for the first (Junior Fresh), and second (Senior Fresh) years. It also contains information about the extra 30 credits that students are required to complete for Trinity during the sophister years.

(iii) The European Studies Office

The Executive Officer in European Studies is Susan Migunda-Greene. You can reach the office at european.studies@tcd.ie. The Director of European Studies is Dr Jacqueline Hayden (jahayden@tcd.ie). For information about the Centre for European Studies see www.tcd.ie/European_Studies/.

E-mail is a common method used for contact between the European Studies office and students. Please note that you should only use your TCD e-mail address when contacting the European Studies office or any staff.

(iv) Teaching Staff in European Studies

Staff who teach on the European Studies programme are located in three Schools: the School of Histories and Humanities, the School of Languages, Literatures and Cultural Studies, and the School of Social Sciences and Philosophy. www.tcd.ie/European_Studies/staff/. Further information about the contact details and research interests of staff involved in European Studies is available through relevant departmental web-pages: (Economics www.tcd.ie/Economics/; French www.tcd.ie/French/; Germanic Studies www.tcd.ie/Germanic_Studies/; Hispanic Studies www.tcd.ie/Hispanic_Studies/; History www.tcd.ie/history/; Italian www.tcd.ie/Italian/; Irish and Celtic Studies www.tcd.ie/Irish/; Political Science: www.tcd.ie/Political_Science/; Near and Middle Eastern Studies www.tcd.ie/nmes/; Russian and Slavonic Studies www.tcd.ie/Russian/; Sociology www.tcd.ie/sociology/).

2. REGULATIONS AND GUIDELINES

Please note that it is the responsibility of students to read and take note of regulations about their programme. Alongside the information in this handbook, students should also read carefully information provided about individual modules. Information about EU-coded modules is available at www.tcd.ie/European_studies/local/. You should also consult the handbooks and information provided by the relevant department for important information about other modules; including assessment deadlines, how to submit written work, marking criteria, and other regulations. If you are in any doubt about how these regulations affect you, contact your module coordinator, College tutor, relevant department office, or the European Studies office for guidance. Please also note that the University Calendar (www.tcd.ie/calendar/) is definitive on all regulations.

Students wishing to make a complaint in relation to the delivery of the academic programme or a specific module in European Studies should follow the procedure outlined in TCD's Student Complaints Procedure at:

https://www.tcd.ie/about/policies/160722_Student%20Complaints%20Procedure_PUB.pdf

Please note that complaints procedures may also be regulated at School level and may differ in the three partner Schools.

(i) Assessment and Examinations

There are varied modes of assessment in different modules in your programme. Please consult information provided by module coordinators to understand precisely what is required of you in assessed exercises and in examinations. Please also note that it is the responsibility of each student to establish the time and date of examinations and be aware of examination regulations by consulting the College Examination Office website. www.tcd.ie/academicregistry/exams/

In each of your fresher years at Trinity you must take modules with a total value of 60 credits (ECTS). You must make sure that you have a balanced credit-load across the two teaching terms therefore, you should aim to obtain 30 credits in each semester, if possible. To progress each year in College you need to secure an overall mark of 40% and to obtain 60 credits, either by passing all modules, or by compensation. To pass a year by compensation, you must achieve the pass mark in modules carrying a minimum of 50 credits and obtain a module mark of at least 35% in any remaining module(s).

Students who have not passed their year are required to present for reassessment when:

- (a) they obtain in excess of 10 credits at qualified pass;
- (b) they fail any module (i.e. achieving marks below 35%);
- (c) they do not obtain an overall pass mark for the year;
- (d) any combination of (a) - (c) occurs.

If a student has achieved both fail and qualified pass grades at the first sitting or has exceeded the 10 credit limit allowed for compensation and is not permitted to rise with their year, they must present for reassessment in all failed components of all modules for which they obtained a fail and/or a qualified pass.

You must achieve a minimum of 40 per cent in each module studied in the fresher years for this to be recognized for credit within your Columbia core programme.

The range of subjects to be studied in the Sophister years of study at Columbia depends on the student's selection of a 'major' subject of study (history, political science, Hispanic studies, French, German literature and cultural history, Italian, and Slavic studies). Students must also complete the requirements of the 'Columbia core' across the four years of their degree programme. This requires study of foreign languages, art humanities, music humanities, literature/humanities, contemporary civilization/social sciences, global studies, quantitative reasoning, science, and writing. Students must take any remaining elements of the 'Columbia core' not completed during their Fresh years at Trinity within their final two years at Columbia. Students must pass a minimum of the equivalent of 120 ECTS during their Sophister years at Columbia to complete the requirements of the 'Columbia core' and to complete the requirements of their 'major' subject of study. Students must also complete 30 credits at Trinity following their Senior Fresh year including a compulsory capstone project (20 ECTS) based upon independent research and writing, and, an approved programme of study in and through a modern European language (10 ECTS), an approved internship (10 ECTS) in a context relevant to the academic disciplines of the programme, or the module *Ideas and Perceptions of Europe* (10 ECTS) that is taught and assessed by academic members of staff at TCD.

For the purpose of calculating the Trinity degree classification, the aggregate mark from the final year at Columbia will be combined with the aggregate mark from the additional modules required by Trinity (30 ECTS) on a 50%-50% basis.

(ii) Marking Scheme and Marking Criteria

The marking scheme used at TCD is based on the following grade descriptors: I = 70 - 100; II.1 = 60 - 69 marks; II.2= 50 - 59 marks; III= 40 - 49 marks; F.1= 30 – 39 marks; F.2= 0 - 29 marks. In cases of failure to submit an assessed work component, 0% is awarded.

Students should consult module and relevant departmental handbooks for specific criteria relating to each of these grades. Please also see the essay-writing guidelines below.

(iii) Plagiarism

Plagiarism is the act of presenting the work of others as one's own work, without acknowledgement. As such, it is considered as academically fraudulent, and subject to the disciplinary procedures of the University. Plagiarism can arise from deliberate

actions and/or through careless thinking and methodology. The offence lies not in the attitude or intention of the author, but in the action and in its consequences. Please note that it is the responsibility of the author of any work to ensure that they do not commit plagiarism. Students must therefore think carefully about their practices of essay-writing, translation, citation, and note-taking. In the event of any uncertainty students should seek advice ahead of submitting any work for assessment.

All students are required to read and take note of the regulations on plagiarism in the College Calendar www.tcd.ie/calendar. (Calendar Part II, General Regulations, Academic Progress, Paragraphs 82 and following).

For important information about this subject students are also required to consult <https://libguides.tcd.ie/plagiarism>

All students must complete the online tutorial on avoiding plagiarism, 'Ready, Steady, Write', located at <https://libguides.tcd.ie/plagiarism/ready-steady-write>

(iv) Essay submissions

Every Junior Fresher and Senior Fresher for an EU-coded module must be accompanied by the appropriate coversheet which can be downloaded from www.tcd.ie/European_studies/local. **The essay and coversheet should be delivered in hard copy to the European Studies office on the specified date.** In addition, a copy of all assessed work must be uploaded to the Blackboard platform of the respective module, using the link provided by the module coordinators.

For assessed work for EU-coded modules please note that work submitted after the deadline, unless an extension has been agreed in advance, will be assessed to a maximum of 40%. In cases of failure to submit assessed work, 0% will be awarded. For details on submission on work in other modules please consult the information provided by the relevant department.

(v) Essay-writing guidelines

European Studies students have to adapt their writing skills to different disciplines. These guidelines on essay-writing should be read in conjunction with specific advice offered by module coordinators/tutors in different disciplines.

An essay should provide a structured analysis of evidence in order to answer a specific question or set of interlocking questions. Essays should not merely provide information about a topic. You should therefore prepare to write by reading books and articles from reading lists provided by your module coordinator/tutor. These texts should be directly related to the subject under discussion. You are not reading merely to accumulate information but to understand arguments about how to interpret processes, ideas, texts and events. Before writing, you should read carefully through your notes and devise a structure for your writing around relevant arguments. Essays should be structured around points of analysis, not structured

around blocks of information. An essay which simply narrates will never receive high marks no matter how well written and presented. In assessing essays, markers take account of attributes such as quality of analysis, depth and range of understanding of relevant issues, accuracy, structure, expression, presentation and originality of thought. The mark represents a composite evaluation of these factors. An interesting, provocative, but poorly-informed piece of writing might then receive the same grade as one which is clearly presented but reliant on repetition of basic narrative information.

The introduction is a vital element of a successful essay. It should define how the author intends to treat and analyse the question asked. Any terms or concepts in the title requiring definition should be considered in the introduction. The main part of an essay should consist of several main points, which deal with individual aspects of the question posed and lead up to an answer to the question. A clear structure will ensure that the argument is coherent and easy to follow. The conclusion should summarise the argument and supply an answer to the exact question posed in the introduction.

Paragraphs should be limited to less than a typed page and develop a single point. Single sentence paragraphs should be avoided. Think carefully about your style of writing to deliver clear, accurate and sophisticated ideas. The first person should be sparingly used. Elisions, contractions, as well as slang, jargon, colloquial expressions, and an excessive use of metaphors should be avoided. A frequent error of grammar is around the use of 'its' (a possessive pronoun). 'It's' (a contraction of it is) cannot be used in its place. On dates, you should write the 1850s (as a plural) not the 1850's. When you use 'twentieth century' as a noun no hyphen is needed, but as an adjective a hyphen is required ('twentieth-century Ireland'). You are taking a programme of study involving language learning. Please take care to spell place names, personal names and concepts accurately. Read your work carefully before submitting it. Some people find it helpful to read their work aloud to themselves to check whether sentences make sense or are too long and confusing.

Every essay must contain a bibliography, at the end of the essay, listing works consulted in alphabetical order of the author's last name. Only works actually consulted should be listed. There are different methods of listing publications; it is crucial to be consistent and ensure that sufficient information is supplied to allow the reader to trace the publication used.

All direct quotations, as well as the ideas or opinions of others, must be referenced. Indirect quotations must be extensively reworded, reordered and their contents analysed. This is important not only to demonstrate quality of analysis but in order to avoid plagiarism. As a general rule, any information taken from a book or article must be sourced. However, it is not necessary to source general information or well-known facts which are common knowledge or can be easily verified. References should be inserted as consecutively numbered footnotes after the relevant text passage. References should be consistent in style and contain precise page references.

(vi) Attendance and Non-satisfactory Performance

In some modules and departments at TCD students must satisfy an attendance requirement. In some modules and departments students must complete non-examined written work. Students are responsible for ensuring that they understand and meet the criteria required in all modules they study. Please consult your module coordinator/tutor if you are uncertain about what is expected. If a student is returned as “non-satisfactory” by one or more than one department in one semester or in consecutive semesters, the Director of European Studies will call the student for interview in order that he/she may explain the circumstances of the non-satisfactory performance. Students who are returned as non-satisfactory in more than one semester or by more than one department may be deemed not entitled to credit for the year.

3. COURSE STRUCTURE

The structure for Junior Fresh students involves the study of two chosen languages equally, alongside core modules in History, the History of Ideas, and a chosen discipline in Social Sciences (Politics, Sociology or Economics). In the Senior Fresh year all students continue to study two languages equally, take core modules in History and the History of Ideas, and select further modules in History, Near and Middle Eastern Studies, Economics, Sociology or Political Science. Students choosing social science modules in the Senior Fresh year are expected to continue with the discipline they chose in their Junior Fresh year. Students spend their Sophister years at Columbia University, and complete 30 additional credits for Trinity.

Please note that students cannot take a social science module in SF and subsequent years if they have not studied that discipline in JF. Choosing your discipline is an important choice for your subsequent academic pathway. If you choose Political Science, Sociology or Economics in first year you will follow through with modules in the same discipline in SF and SS.

(i) Junior Fresher Year

In their Junior Fresher year students take:

- (i) Two languages from French, German, Irish, Italian, Polish, Russian and Spanish. No student may take more than one language as a beginner. Students will also choose two, one-term, 5 ECTS “area studies” modules (one in each term, one in each language) in their two languages.
- (i) ‘Europe 1500-1800: Power and Culture’ (HIU12024)
- (ii) ‘Introduction to the History of Ideas’ (EUU11001)
- (iii) Two optional modules (one in each term) in one of the disciplines (Economics, Sociology or Politics) in Social Sciences. A place on any particular module cannot be guaranteed for time-tabling and other reasons.

(ii) Senior Fresher Year

In their Senior Fresher year, students take:

- (ii) The two languages studied in the Junior Fresher year. Students will also choose two, one-term, 5 ECTS “area studies” modules (one in each term, one in each language) in their two languages.
- (iii) ‘War and Peace in Modern Europe: 1900 to the Present’ (HIU12028)
- (iv) ‘The Making of Modernity, 1750-1820’ (EUU22002)
- (v) Options in Social Sciences and other disciplines. Apart from the compulsory modules and area studies options, students are required to choose **optional modules** to the value of 10 ECTS (either one 10 ECTS module, or two 5 ECTS modules) in **Social Sciences**, or **history**. Students may combine a 5 ECTS history option with an additional “area studies” module. A place on any particular module cannot be guaranteed for time-tabling and other reasons.

For more information about modules please consult the Senior Fresh Course Structure and Option Choices Information booklet circulated to Junior Fresh students in HT.

(iii) TCD Sophister Programme of Study

From the end of their second year of study at Trinity students will complete additional Trinity modules to the value of 30 ECTS studied through the Centre for European Studies. This programme of study is complementary to the programme at Columbia, builds on the Fresher programme at Trinity, reflects key elements of the Sophister programme in European Studies at Trinity (study abroad in and through a modern European language), and takes into consideration the individual skills, abilities and circumstances of students. The programme consists of one compulsory and three optional modules. All students are required to complete a capstone project (20 ECTS) in their final year and complete a (1) study abroad programme (10 ECTS), an (2) internship (10 ECTS), or the taught module ‘Ideas and Perceptions of Europe’ (10 ECTS). Students must complete their 10 ECTS optional module in the Junior Sophister year, otherwise they may not be permitted to progress into their final (Senior Sophister) year.

1) Research project

The 20 ECTS research project or dissertation is to be completed in year 4. The dissertation will provide the capstone element to the degree. This project must be based on original research to produce an extended piece of writing that analyses sources and is written according to the appropriate methodology of the discipline involved. The aim of this capstone research project is to enable students to devise, develop and complete an original piece of research in a defined time frame which draws on the insights, skills and knowledge acquired during their study programme. Students will complete an extended piece of writing which is based on independent research, involving critical study of primary sources.

The capstone project will be assessed by a research proposal (700 words), a written element of 4-5,000 words and an oral component (viva) at the end of the academic year. The character of the work completed will be determined by the chosen discipline from the available major subjects of study available for European Studies students at Columbia. The character of the writing will be agreed by supervisor(s) in relevant disciplines in line with the students' learning objectives to ensure it is an intellectual exercise that reflects on the range of skills and knowledge developed by the student to provide an exceptional capstone project for students in this programme. It might also be written in the major language of the candidate.

2) "Ideas and Perceptions of Europe" – taught module

The aim of this team-taught module is to explore ideas, perceptions and representations of Europe over the ages—from antiquity to the present—from a cultural and historical perspective. The module will discuss ideas and representations of Europe as expressed in texts, discourses, material culture, visual sources and other forms media, relying on disciplinary approaches used in classics, art history, cultural history, film, English. The module will be delivered in three installments by colleagues from a range of humanities disciplines, including European Studies, Near and Middle Eastern Studies, Classics, Art History, Film Studies, and English. Students will participate in three, two-hour workshops at TCD at the end of the SF year (HT) and a second workshop (with mainly student presentations) at Columbia University during the second semester of the JS year. Students will consult with colleagues online in the first semester of the JS year, and will submit a research essay that draws upon relevant material exhibited in one of the city's many museums and collections.

3) Study Abroad Programme

During the summer of the second or third year students may complete an intensive and extended programme of study based at an approved university in Europe or in a country where the main language of instruction is the student's chosen foreign language. Each student will normally spend around four weeks of formal study in a pre-agreed and formal environment and approved programme through a designated modern European language, organised by the student with the prior agreement and approval by the Director of European Studies. It is the responsibility of students to cover the costs of the study abroad programme. Students are required to complete a range of modules in their chosen language as well as in disciplines from European Studies, such as European culture, society, politics, literature and history. The programme of study will have to be agreed between the individual student, the Director of European Studies, and the relevant Language departmental co-ordinator in advance. Programmes of study will be approved in the context of the learning objectives and levels of linguistic competence of individual students. Students may complete their programme in two (or more) instalments and in different institutions.

The components of the study abroad programme will be assessed by examinations, essays and tests by the host institutions. Credits gained through study abroad in a foreign language will be certified by the host institution and converted to domestic

credits and marks under TCD Erasmus/study abroad rules. Students will normally be expected to achieve 10 ECTS through the agreed programme. Any reasonable shortfall in credits may be achieved by completion of a complementary essay submitted to the Centre for European Studies. The parameters of the essay must be approved in advance by the Director of European Studies. In cases of failure, without opportunity for supplemental assessment, the Centre for European Studies will set appropriate supplemental assessments based on aspects of the study abroad programme.

4) Internship

The internship introduces students to practical work experience. Those students who choose this module will be required to spend around 3-4 weeks under the direction of a professional at an approved place of work. The internship is normally to be taken during the summer following the third year of study, but it can also be completed during the academic year in Columbia as a part-time internship. The placement must be related to the academic disciplines and objectives of the European Studies degree, and must be agreed in advance with the Director of European Studies. Students are encouraged to take the initiative in organising placements of relevance and interest to their programme of study (embassies, NGOs, think-tanks, international institutions, cultural institutions, etc.), but will receive assistance from their advisors at Trinity College Dublin and in Columbia University. The module is assessed by an essay/report reflecting on the experience of the internship and the development of professional and other skills after the end of the period of work. The Director of European Studies will provide guidance for the student to produce the assessment on the internship. The essay is to be submitted to the Centre for European Studies. A short report will also be received from the institution or work professional about the intern to ensure satisfactory completion of the criteria of the internship.

Students who wish to complete their internship during the academic year while enrolled at Columbia University must also consult with the Columbia International Students and Scholars Office (ISSO), to ensure that they remain in compliance for all student visa regulations.