Tufts in Talloires 2016
Course Proposal Information Sheet and Guidelines

General Information
- Tufts in Talloires is a summer semester program for undergraduate students held each year at the Tufts European Center in Talloires, France.
- Tufts students from all class years and all disciplines in both Arts and Sciences and Engineering are invited to participate in the Tufts in Talloires Program.
- Fluency in French is not a requirement for students.
- Students register for the program on a first-come, first-served basis and enroll in two credit-bearing undergraduate courses that they select from the ten that are offered.
- Tufts in Talloires courses must be part of the existing Tufts undergraduate curriculum. It is important to note that students are most often interested in combining this overseas experience with fulfilling requirements (distribution, major or other).
- There are generally 90-95 students enrolled in the Tufts in Talloires program each year. Students live with host families in the vicinity and come to the European Center each day for their courses.
- The 2016 Tufts in Talloires Program will take place from Tuesday, May 17 to Friday, July 1, 2016.

Course Proposal Forms
Faculty are invited to propose courses for the 2016 Tufts in Talloires Program. The Course Proposal Form and the Department Approval Form are available at: ase.tufts.edu/europeancenter/programs/talloires/courseProposal.asp

Course Proposal Criteria
Course proposals must meet the following criteria in order to be considered:
- Proposed course must already exist in the Tufts Curriculum must offer approved undergraduate credit;
- Proposed course should provide a rationale for being taught in Talloires and include information about how it would use regional resources and incorporate the European Center’s location and setting;
- Proposal must be complete and adequately documented.

Proposal Elements
In order for your proposal to be considered for the 2016 Tufts in Talloires Program, the completed Course Proposal Form and a current CV (short form if possible) must be submitted via email to Gabriella Goldstein, European Center Director, at gabriella.goldstein@tufts.edu by 5:00 pm, Thursday, October 15, 2015. Please be advised that because of evaluation and marketing timelines, proposals received after the deadline will not be considered.

The Department Approval Form, indicating approval for the specific course proposal must be submitted by the Department Chair. It can be emailed to Gabriella Goldstein or sent by separate cover to the European Center (108 Packard Avenue, Medford Campus). Approval Forms must be received by the European Center by 5:00 pm on Thursday, October 15, 2015 in order for course proposals to be considered.

Please note that course proposals selected for the 2016 Tufts in Talloires Program must have at least 8 students enrolled by the program’s registration deadline (mid-February) in order to be offered in Talloires.

Tufts in Talloires course proposals are evaluated by the Subcommittee on the European Center at Talloires as well as the Academic Deans and the Director of the European Center.
Practical Information

Teaching in Talloires:

- All courses take place at the Tufts European Center in Talloires, France. The European Center itself is an 11th century Priory, part of a former Benedictine Monastery, and is classified as a French Historical Monument.
- Students participating in Tufts in Talloires enroll on a first come-first served basis. They come from all class years, all majors and are expected to have a minimum GPA of 2.75. Maximum program size is 95 students.
- Ten courses will be selected for the 2016 Tufts in Talloires program; students select and enroll in two of these courses when they register for the program.
- Each course meets three times a week (two 2.5 hour blocks and one 1.5 hour block per week) for a total of 18 class meetings. Classes are offered on Mondays, Tuesdays, Thursdays and Fridays. Wednesdays are reserved for class excursions. Class meetings do not take place in the same time block each day.
- Excursions, guest speakers or special activities are organized by the European Center staff in coordination with each faculty member. All trips and excursion costs are not part of the regular program tuition and are added on to student accounts as field trip fees. Each class has the opportunity for one day-long excursion.
- The first full day of classes will be Thursday, May 19 and the last day of classes will be Tuesday, June 28, 2015. Wednesday, June 29 will be reserved for Final Exams.
- Faculty are expected to be in residence for the entirety of the program.
- Technology for teaching (i.e. wireless internet) is available but limited. The use of Trunk is NOT recommended as internet availability in Host Family homes is not guaranteed. The European Center offers electronic and paper alternatives to Trunk for distributing required readings to students.

Living in Talloires:

- Talloires is a very small resort village (pop. 1,600) on the banks of Lake Annecy, in the foothills of the French Alps. The village has a number of hotels and restaurants, one small grocery store, a bakery and a post office with an ATM. The closest city is Annecy, (pop 120,000) located about 10 miles away to the north. There is regular but limited bus service between Talloires and Annecy.
- The TGV (Fast Train) runs regularly between between Paris and Annecy. The trip takes 3.5 hours.
- The closest international airport is in Geneva Switzerland, about 40 miles away.
- In addition to a salary, faculty are reimbursed for living expenses (capped at $4200) paid out against receipts to help cover the cost of travel and lodging.
- Faculty housing in Talloires is arranged by the Director of the Tufts European Center. Local apartment rentals are organized based on faculty requests and requirements and apartment availability. Housing costs vary based on the size of the apartment and are deducted from living expense allowance.

Questions?

If you have any questions about proposing a course for the Tufts in Talloires Program, including questions about the European Center or about local Talloires resources, please contact: Gabriella Goldstein, Director, Tufts European Center at gabiella.goldstein@tufts.edu.