

Information Associated with a Junior Sophister Year Abroad under
the Auspices of Erasmus for students of Trinity College Dublin's
School of Computer Science and Statistics undergraduate courses,
apart from Computer Science, Linguistics and a Language

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1 Introduction

This text provides information relevant for student exchanges that are available to students of undergraduate courses hosted by the School of Computer Science and Statistics under the auspices of the Erasmus programme, apart from the Computer Science and Language course. Material for students of the Computer Science and Language course is provided separately. Here it is relevant to note that Erasmus exchange is integral to the the Computer Science, Linguistics and a Language (CSLL) course, and optional for other courses. The number of exchanges in each location is limited (typically, two places in each exchange city), and the CSLL students have priority over those places.

Trinity College Dublin also has some exchanges with universities in North America; however, those exchanges are not conducted with Erasmus support. Information about those exchanges may be obtained through the Academic Registry.

2 General Guidelines

For students of the courses addressed by this guidebook, it is necessary to achieve an overall II.1 during the annual examination period of the Junior Fresh year and in the Senior Fresh year in order to be eligible for the year abroad under the auspices of the Erasmus Programme. This means that recourse to supplemental assessment is disqualifying. Given that nearly all of the modules in the host institution will be provided through the primary language of the host country or region (i.e., German in Germany, Spanish in Spain, French in France, French in the part of Belgium where an exchange exists), it is necessary to be prepared to take modules and participate in assessments through the host language. This may be supported by taking up language modules in the Centre for Language and Communication Studies during the Junior Fresh and Senior Fresh years.

Table 1 provides an indication of the time course of certain milestones that are associated with the Erasmus year.

Table 1: General timeline of Erasmus year planning

Approximate time	Event
August, Junior Fresh year	Plan participation in host-language modules
November, Senior Fresh year	Information session on Erasmus placements
January, Senior Fresh year	Call for placement preferences
Early-February, Senior Fresh year	Placements announced
Mid-February, Senior Fresh year	Applications due to TCD Erasmus Office
Spring/Summer, Senior Fresh year	Host institution makes contact
Summer, Senior Fresh year	Negotiate learning agreement
August, Junior Sophister year	Modules begin
July, Junior Sophister year	Modules complete

Students are responsible while abroad to accumulate no less than 45 credits on the European Credit Transfer System (ECTS) in an agreed range of subjects over the course of the academic year. The student must track these subjects with a learning agreement signed by the student's host university, and the TCD coordinator and course director. In some locations in the German system, ECTS credits are not allocated to modules. In this case it is necessary to earn 6 *benotiger schein* in agreed *hauptstudium* modules.

Passing thresholds vary a great deal. One may note that "40%" is a symbol that TCD attaches to the concept of a passing level of knowledge associated with modules. The comparable symbol in France is 10/20, for example (and not 8/20) and 5/10 in Spain (and not 4/10). In some cases, supplemental examinations may be available, and in some cases they are not. It is in the the student's interest to be sufficiently devoted to studies to not require supplemental examinations. However, if supplemental assessment is required, the student is responsible for making sure that they can happen. Rarely is it possible for a supplemental examination to be hosted in TCD. It is the student's responsibility to secure the arrangements. If a student fails the Erasmus year and is allowed by the Senior Lecturer to repeat the year, the student does so here at Trinity.

The year abroad can be very chaotic, with timetables sometimes available not through a centralized computer system, but altered weekly with announcements on noticeboards. Students have a great deal of personal responsibility to actively construct and track their own timetable.

While abroad, students may notice that other universities evidently expect less of their students who participate in Erasmus exchanges. Even where this happens, this does not alter Trinity's expectations of Trinity students.

It is necessary to be well acquainted with the academic calendar of the host university. **It is best to take care of all administrative matters well before any holiday or return to Dublin.** It is necessary to have all of the formal paperwork required in order to obtain marks. This varies by institution. Some universities require students to obtain books in which all marks are written and endorsed. In this case, it is necessary to obtain these at initial registration (rather than just prior to final departure).

2.1 Erasmus Grants

The Erasmus Office (erasmus@tcd.ie) administers the funding associated with the year abroad. Learning agreements (contracts regarding the set of modules to be attempted and their credit allocations) signed by all parties are critical for release of parts of this funding.

2.2 University Selection

Not all university exchanges are certain to be available. In February, a ranked list of preferences is to be obtained from students, with as much supplemental information as is desired to be taken into account when making placements. It may not be possible to satisfy all preferences, and some may receive assignments not on a preference list. Assignments will be made taking into account the order in which preferences are received, but discounting preference statements received prior to the call for preferences.

2.2.1 Belgium

- UCL - Université Catholique de Louvain

www.uclouvain.be/en-index.html

Our link here is shared between the applied corpus linguistics unit and computer science.

2.2.2 Czech Republic

- Charles University Prague

cuni.cz

2.2.3 France

- Until very recently, the Grenoble exchange involved three co-located institutions:

- Université Joseph Fourier Grenoble I

www.ujf-grenoble.fr

Computer science

- Université Pierre Mendès France

www.upmf-grenoble.fr/

Artificial Intelligence and statistics

- Université Stendhal - Grenoble III

www.u-grenoble3.fr/

Linguistics

These are now re-united under the name of the Université Grenoble Alpes. The links provided above now redirect to: www.univ-grenoble-alpes.fr/

- Lyon provides linguistics via Lumière and computer science via INSA.
 - Université Lumière (Lyon II)
www.univ-lyon2.fr/
 - Institut National des Sciences Appliquées de Lyon - INSA
www.insa-lyon.fr/
- Université de Nice - Sophia Antipolis
www.unice.fr
- Université de Paris VII
www.univ-paris-diderot.fr/
The link here is with the linguistics unit: www.linguist.univ-paris-diderot.fr/
- Toulouse
 - Université Paul Sabatier (Toulouse III)
www.ups-tlse.fr/
 - Toulouse II, Le Mirail
univ-tlse2.fr/

2.2.4 Germany

- Universität Bielefeld
www.uni-bielefeld.de/International/
Our connection here is via the linguistics department, which has a presence in computational linguistics and access to computing.
- Universität Bremen
www.uni-bremen.de
Our link has been via cognitive science.
- Goethe Universität Frankfurt am Main
www.acoli.informatik.uni-frankfurt.de
Our link is via a computational linguistics department.
- Heidelberg University
www.uni-heidelberg.de/erasmus
Our link has been via computational linguistics.
- Universität Konstanz
www.uni-konstanz.de
Our link has been via computational linguistics.
- Technical University of Munich
www.tum.de
- University of Munich
www.en.uni-muenchen.de
This exchange is suitable for Computer Science and Business.
The link here is to a computational linguistics unit.

- Universität Regensburg
www.uni-regensburg.de
This exchange is suitable for Computer Science and Business.
- Universität des Saarlandes
www.uni-saarland.de
The link here is to a computational linguistics unit.
- Universität Stuttgart
www.uni-stuttgart.de
The link here is to a computational linguistics unit (www.ims.uni-stuttgart.de).
- Universität Trier
www.uni-trier.de
This exchange is suitable for Computer Science and Business.
- Universität Tübingen
www.uni-tuebingen.de
The link here is to a computational linguistics unit.

2.2.5 Greece

- University of Patras
www.upatras.gr

2.2.6 Netherlands

- Utrecht University
www.uu.nl
- Universiteit Maastricht
www.maastrichtuniversity.nl
This exchange is suitable for Computer Science and Business.

2.2.7 Spain

- The Informatics School (FIB) of UPC Barcelona:
www.fib.upc.edu/en/studies
- Universidad del País Vasco (Donostia-San Sebastián)
www.ehu.eus
- Universidad Politécnica de Madrid
etsiinf.upm.es
- Universitat Politècnica de València
www.upv.es

2.2.8 Sweden

Within Sweden, SCSS maintains an Erasmus exchange with KTH Royal Institute of Technology in Stockholm.
kth.se

2.3 Institutional processing

Following nominations, students must follow deadlines set by TCD's international office and the international offices of host institutions. The Erasmus Office of TCD communicates individual nominations to individual universities. The timeline by which the host universities respond varies. Frequently, response does not happen before late June.

2.4 Module Selection

It is useful for the student to investigate web sites at the proposed host university.

It is not always the case that modules advertised are actually available, so a second negotiation of modules will happen after arrival and confirm the year's offerings. Nonetheless, extant web pages are usually indicative of the available spectrum. Students are expected to identify modules that representative of the Junior Sophister year of their degree course here at TCD. In any case, the module selection must be approved by TCD and the host institution. TCD approval requires authorization by the course director and Erasmus coordinator.

Please be aware that supplemental assessment is not guaranteed to be offered by host universities.

It is necessary to pass 45 ECTS credits in a distribution of subjects acceptable to TCD. 45 ECTS credits is $\frac{3}{4}$ a normal load; this is to accommodate the experience of a language barrier in taking in sophisticated concepts through a language other than English. There is no other allowance for the fact that you are studying through a language other than English. Therefore it is *essential* that you pass at least an agreed distribution of modules which accounts for those ECTS points. It is necessary to register for 60 ECTS credits.

2.4.1 Belgium and France

Most universities in France and Belgium have adopted the ECTS system.

2.4.2 Germany

Some German Universities are not on the European Credit Transfer System yet. Where universities are on the ECTS, the credit expectations are the same as in the Belgian and French universities. Where German Universities are not using ECTS, SCSS has the following **minimum** requirements: *6 hauptstudium benotiger schein*. The topics must of course be agreed by TCD. It is **strongly** advised that students embark on more modules than the barest minimum just stated. The reason is that Germanic academic system **does not generally provide supplemental examinations**.

2.4.3 Spain

Spanish partners appear to uniformly use the ECTS. Spain uses a 10 point scale to determine success where 10 indicates greatest success; it is necessary to achieve at least a 5 on this scale in order to be deemed to have passed. Passing grades are then additionally graded on a four point scale, a 4 corresponding to highest honours and 1 to a passing mark (5 on the 10 point scale).

2.4.4 Sweden

KTH appears to occasionally provide some modules through English and uses the ECTS.

2.5 Reporting Procedures

Erasmus students abroad should report during the year on progress:

1. after arrival and verifying that initial module choices are available, as per the learning agreement signed in the Spring/Summer before the year abroad one should inform the Erasmus coordinator and ICS Course Director to confirm;

2. any change in this selection over the year abroad requires negotiation;
3. students abroad should keep their coordinator posted generally on how things are going;
4. if any sort of emergency or distress arises contact the Erasmus coordinator without hesitation.

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2.6 Evaluation

It is necessary to assess the agreed requirements for the year in order to rise into the Senior Sophister year. The Erasmus year is taken into account in computing the overall degree result. In this case, normally it is the best 45 credits that are taken into account.

If an examination abroad is failed, the student must take responsibility for identifying the policy on supplementals for that an examination, and if possible, arrange it. Supplemental examinations are not guaranteed to be available. Where available, supplemental examination normally takes place in the host country, rather than in TCD. It is necessary to adjust travel, including return to Dublin, around any required supplemental assessment.

One cannot count on receiving individualized notice of anything (one must assiduously monitor notice board boards for announcements of group assignments and class/lab schedule changes; it is also necessary to attentively listen to and heed the content of oral announcements at the start and completion of scheduled meeting times). It is possible to be disqualified from assessment in examinations for failing to participate in laboratory work or other ongoing assignments.

It is the student's responsibility to ensure that your grades are recorded and reported back to TCD. Failing to do so may prevent rising into the Senior Sophister year.

3 Reality Checks

It is urgent that the course director and Erasmus exchange coordinator be informed of academic issues that emerge during the year abroad.