
Intercultural Institute of California

General Catalog

2010-2011

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APPROVAL DISCLOSURE COPY

The Intercultural Institute of California (IIC) has received approval to operate from the State of California Department of Consumer Affairs, Bureau for Private Postsecondary and Vocational Education (BPPVE). With BPPVE's closure on June 30, 2007, IIC has entered into a voluntary agreement with the Director of the Department of Consumer Affairs. This institution is a member of the California Association of Private Postsecondary Schools (CAPPS). It has temporarily withdrawn from its candidacy for Accreditation by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC), 985 Atlantic Avenue, #100, Alameda, CA 94501, 510-748-9001. IIC will be pursuing candidacy respectively in the near future. This school is authorized under Federal law to enroll nonimmigrant alien student and is a member of the Association of International Advisors (NAFSA).

The Intercultural Institute of California (IIC) offers the following programs:

- **MASTER OF ARTS IN KOREAN STUDIES:**
 - Teaching Korean as a Foreign Language (TKFL)
 - Professional Application of Korean Studies (PAKS)
- **CERTIFICATE PROGRAMS:**
 - English as a Second Language (ESL)
 - Korean Language and Culture

Students who successfully complete a course of study are awarded an appropriate diploma or certificate verifying the fact. Master of Arts degree is awarded when the graduate student fulfills all requirements. Prospective enrollees are encouraged to visit the Institute and to discuss personal education and occupational plans with school personnel prior to enrolling or signing enrollment agreements. The Institute offers limited financial aid in the form of scholarships, fellowships, grants, work-study, and partial tuition waivers for deserving students.

Persons seeking to resolve problems or complaints should follow the complaint procedure described in this catalog. All information in this school catalog is current and is certified as true and correct by the Institute's Board of Trustees.

While every effort is made to ensure the accuracy of the information available at the time this bulletin is prepared, the Institute reserves the right to make corrections or other changes at any time without prior notice.

Intercultural Institute of California

MASTER OF ARTS IN KOREAN STUDIES PROGRAM

MASTER OF ARTS IN KOREAN STUDIES PROGRAM

GENERAL INFORMATION

I. Educational Philosophy

Intercultural Institute of California (IIC) has as a primary goal the integration of language learning, communication, and intercultural awareness. In pursuing this goal, the Institute accepts the various differences in perspective of each cultural and linguistic background and seeks to utilize these differences as a catalyst for personal growth, knowledge, and intercultural appreciation.

Graduates are expected not only to have gained factual and practical knowledge but also to put that knowledge into use in whichever career choices are made. They will have been challenged to develop a global vision that encompasses not only Korea, but also Korea's increasingly important role in the Pacific Rim's society and economy, and the relationship of the Pacific Rim to the global community.

II. Mission Statement

The Intercultural Institute of California was incorporated with the mission of providing students with educational opportunities designed to fulfill their learning needs, enrich their lives, broaden their vision, and empower them with the knowledge and skills necessary to participate in a multicultural society and to function in the global community.

The Intercultural Institute of California offers a graduate program that will provide practical knowledge as well as a wider view of the challenges and rewards of participation in the emerging global civilization encompassing a diversity of linguistic and cultural perspectives specifically relating to Korea. Education at the Institute will provide coherence and purpose to the knowledge gained against the background of our dynamic and rapidly changing world.

Those completing the graduate program in Korean Studies will have gained the knowledge and research skills required for

advanced study and successful participation in Pacific Rim business and education.

Objectives

The integration of language learning, communication, and intercultural awareness is accomplished by providing a learning environment which:

- offers an appropriate balance between academic knowledge of language fundamentals, cultural experience and actual communication;
- emphasizes the interrelationship between language, thought and culture;
- assumes proper sequencing of courses in all areas of study, maximizing the educational experience of each student;
- offers advanced courses in language and literature, culture, society and economics, history and art that serve as a platform for individual research; and
- personalizes the educational process, making relationships a high priority throughout the learning experience.

III. History and Founding Purpose

IIC has grown out of over twenty-eight years of experience in providing training to Bay Area residents. The IIC's roots go back to the Multi-Service Center for Koreans (MSCK) which was founded in 1974 with the mission to help Korean Americans and other Bay Area residents realize their full potential through education, training, social and cultural services. In the 1980's, programs were expanded to take on a multi-ethnic dimension and to serve a greater part of the Bay Area community. Partnerships and support from private and public funding agencies as well as many dedicated patrons and sponsors enabled the increase in the scope of MSCK's services. MSCK was renamed the Korean Center, Inc. (KCI) in 1988.

Since then, KCI continued to develop programs to meet the challenges of the 21st century by providing community service

programs for all ages and ethnic groups and by embracing the importance of lifelong learning. The success in this area has

pointed to the need to develop a more comprehensive educational program in advanced job skills training in areas of English as a Second Language and complimented with a unique program focused on Korean language and culture.

In 1991, the Intercultural Institute of California (IIC) was founded by KCI in order to fill a growing need for educational opportunities in the community at large. While continuing to offer skills training programs, the IIC broadened its mission by developing programs to promote intercultural education. In 1995, the IIC was incorporated as a not-for-profit public benefit corporation to help address the unmet need in the US for an “independent” academic program in the field of Korean Studies.

IV. Institute Programs and Resources

Master of Arts

IIC has offered the Master of Arts in Korean Studies (MAKS) since 1995 in two areas of emphasis:

- *Professional Application of Korean Studies (PAKS):*
Understanding the importance of globalization and the role Korea plays in the world politics and economy, IIC offers a M.A. degree in PAKS to those who want to participate in a multicultural society and to function in the global community with the essential knowledge and necessary skills
- *Teaching Korean as a Foreign Language (TKFL):*
For those who want to be professional Korean language instructors, IIC offers a M.A. program in TKFL. The core courses in the program provide a deep analysis of the Korean language and theories behind second language acquisition.

Outreach Programs

IIC sponsors academic conferences, forums, seminars, and lecture series. IIC also facilitates research by IIC faculty, students, and visiting scholars. IIC publications make significant research on Korea available to the global community.

Research Facilities

IIC's Wu-Jung Library has over 8,000 volumes of Korea-related research materials, which are unavailable in other library collections. IIC also has loan agreements with the University of California Berkeley East Asian Library, which houses one of the nation's top three East Asian collections, with the Hoover Institution at Stanford, and with the Ricci Collection at the University of San Francisco with its 70, 000 volumes.

V. Institute Policies

The policies and regulations of IIC are designed to permit faculty, staff, and students alike the chance to interact, grow professionally, and flourish in an environment founded in the belief in academic freedom, mutual trust, and equal access. It is the responsibility of each member of the faculty, staff or student body to familiarize themselves with the policies and guidelines set forth in the Faculty Handbook, Student Handbook, Staff Personnel Manual, and the IIC Policy Manual.

Nondiscrimination Policy

IIC does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, age, or handicap in any of its policies, procedures, or practices. This policy of non-discrimination covers admission, access to, treatment and employment in IIC programs and activities including, but not limited to academic admissions, educational services, and employment.

VI. General Information

Community Support

The Korean community in San Francisco is one of the oldest in the United States, and San Francisco has played an important role in Korean American and modern Korean history. With the support of the Korean community in San Francisco, including private and public sources, IIC operates in a unique 4-story Victorian building that was established by the Korean Center, Inc. The building is equipped with state-of-the-art computer resources. IIC has also received generous support for the Korean Studies program from the Koret Foundation and Korea Foundation.

Student Activities

Students are active in academic groups and attend many events sponsored by IIC, U.C. Berkeley, and USF Center for the Pacific Rim, SFSU College of Education, and the Hoover Institution at Stanford. Our students also enjoy the rich social and cultural events San Francisco offers.

International Students

The Admissions Office offers services to students on the admission process, issuance of I-20, and in obtaining and maintaining their non-immigrant visa status. We are here to assist and support the continuing, new, and prospective students with any inquiries they may have.

Fellowships

Need-based and merit-based financial assistance in the form of Master of Arts in Korean Studies Fellowships is available to qualified students.

Tuition and fees

For 2009-2010, tuition costs \$325 per unit for each M.A. degree program. Each course is 3 units and 36 units are required to earn the M.A. degree.

Location and Housing Information

The IIC is located in the center of San Francisco. San Francisco is one of the most beautiful cities in the world and its vibrant intellectual and social life, and mild climate makes San Francisco an ideal location to study and to enjoy a wide variety of recreational activities. IIC does not provide on-campus housing but supports students to locate housing around the campus. Detailed information is included in the IIC Student Handbook.

MASTER OF ARTS IN KOREAN STUDIES PROGRAM

ACADEMIC CALENDAR 2010-2011

Fall Semester 2010

Registration	August 24 – September 1
First Day of Instruction	September 8
Last Day to Add/Drop Classes	September 29
<i>Columbus Day Holiday (No Class)</i>	October 12
<i>Veterans Day Holiday (No Class)</i>	November 11
<i>Thanksgiving Holiday (No Class)</i>	November 26 – 27
Last Day of Instruction	December 18

Spring Semester 2011

Registration	January 3 – January 21
First Day of Instruction	January 24
	February 14
<i>President's Day Holiday (No Class)</i>	February 18
Last Day to Add/Drop Classes	March 28 – April 1
<i>Spring Break (No Class)</i>	May 13
Last Day of Instruction	

Summer Semester 2011

Registration	May 9 – May 20
First Day of Instruction	May 23
	May 31
<i>Memorial Day Holiday (No Class)</i>	June 10
Last Day to Add/Drop Classes	July 3
<i>Independence Day Holiday (No Class)</i>	August 26
Last Day of Instruction	

Note: After the designated last day to add classes, students must have the instructor's approval to add.

ADMISSION & ELIGIBILITY REQUIREMENTS

The IIC's **Master of Arts Program in Korean Studies** consists of two areas of concentration:

Teaching Korean as a Foreign Language (TKFL) ***Professional Application of Korean Studies (PAKS)***

*The **Master of Arts in Korean Studies** is designed for students who:*

- have a clear motivation and defined objective for entering graduate study
- understand and appreciate cultural differences and are sensitive to the needs of others
- show competence in oral and written communication
- know how to use logical and investigative reasoning processes integrated with creative thought and applied to the course of study
- are skilled in quantitative thought and critical analysis of data and argument
- are prepared for entrance into other advanced study, or a selected profession
- plan to enter a Pacific Rim oriented profession or educational field

For admission to the Master's Program, applicants must have:

- Bachelor's Degree
- Korean Proficiency Test Result (for TKFL program)
- English Proficiency Test Result (for PAKS program)
- Statements of Purpose: English (or Korean for TKFL applicants)
- Two Letters of Recommendation
- Official College and University Transcripts

Application Requirements

I. English Language Proficiency Requirement and Supporting Classes

Students for whom English is not their first or native language are required to submit a minimum TOEFL score of 550 or equivalent. This is an admissions requirement for PAKS students and graduation requirement for TKFL students. This English requirement is exempt for those who received a Bachelor's or other Master's degrees in English-speaking countries as well as for those students who have passed the advanced level in IIC's ESL program.

II. Korean Language Proficiency Requirement and Supporting Classes

Intermediate level of Korean proficiency is a requirement for admissions for TKFL students. PAKS students for whom Korean is not their first or native language are required to take Korean Language and Culture classes and pass the intermediate level of Korean language classes, or take a test to show an Intermediate level of Korean, before graduation.

III. Admission and Application Process

Students who wish to be admitted into the M.A. Program must:

- Send an application form for admission and all support materials to IIC. Application materials are available from the Admissions Office. The Statement of Purpose should address your life goals and the reasons for attending IIC. Submit a non-refundable application fee of \$65.00. Forward official transcripts of all postsecondary institutions and 2 letters of recommendation directly to IIC.
- Required support materials include an official transcript confirming completion of a Bachelor's degree from an institution recognized through the United States Department of Education or state approved school, or, if the Degree was completed out of country, affirmation that the Degree level is comparable to those awarded in the United States.

- Students will receive an acknowledgement of their application. It is the students' responsibility to complete all application materials. Each application is carefully considered by the Admission Committee, and students normally should expect to receive a response within 8 weeks, unless faculty members are on leave.
- After successful admission to the M.A. program, students are strongly advised to meet with the director of a particular program or a faculty advisor to arrange a program of studies that best suits the student's educational objectives.
- An insurance waiver must be signed and returned. Students must show proof of insurance at the time of registration.

Send all application materials to:

Admissions Office
 Intercultural Institute of California
 1362 Post Street
 San Francisco, California 94109
 U. S. A.

IV. Transfer of Credit

Students may petition to transfer credit from another university under the following conditions. It is recommended that students petition during their first semester in order to plan their academic program accurately. Transfer petitions for previous work will not be accepted in the student's final term. Upon matriculation at IIC, students must receive approval prior to taking course work outside of IIC. Students may petition the Administration of IIC for an exception to the following regulations, but should do so only after consulting with the advisor and the Administration, whose recommendations must appear on the Petition for Transfer of Graduate Credit.

- Credit must be from a U.S. Department of Education recognized accredited institution, a BPPVE-approved university, or an out-of-country institution that is the equivalent.
- Credit must be at the graduate-level in the university of origin, relevant to the IIC degree program, and approved by the program director.

- The Office of the Registrar does not grant credit for previous individual field placement, professional seminars, work experience, life experience, or elementary skills.
- Typically, credit earned more than five years prior to matriculation at IIC will not be accepted and transfer courses cannot repeat essentially the same content of work taken at IIC.
- A grade of "B" or higher must have been earned (grade of "pass" or "satisfactory" ordinarily is not acceptable).
- Students must supply satisfactory documentation regarding course content for independent study or self-directed courses.
- If IIC has a credit transfer agreement with the foreign institution, students can transfer units based on the agreement between IIC and the institution.
- The number of credit hours transferred will be based on IIC's semester credit system rounded down to the nearest full- or half-unit (multiply the number of quarter hours by .67 and round down). For example, 4 quarter-hours x .67 = 2.68, which will be, recorded as 2.5 IIC semester-hour units). It is the student's responsibility to make up the difference if the total number of degree credits falls short of the requirement for the degree. The amount of IIC credit awarded may not exceed the equivalent amount on the original transcript.
- Although transfer credit grades from other universities will be posted on the IIC transcript, the grades will not be computed in the IIC grade point average for probation/disqualification review.
- The non-refundable application fee of \$30.00 has to be paid in full when students submit completed petition.

See table below for the maximum number of non-IIC credits allowed:

Maximum Number of Credits Allowed for Transfer:

Teaching Korean as Foreign Language (TKFL)	6 units
Professional Application of Korean Studies (PAKS)	6 units

Procedure for Transfer of Credit

- Courses Taken from Universities Prior to Enrollment

The student should discuss the possibility of credit transfer with the advisor and administration. Any exceptions to transfer credit policies must also have the approval of the administration of IIC. The student should secure the appropriate signatures on the *Petition for Transfer of Graduate Credit* and submit it to the Registration Office (Room 302). The student must also request that an official transcript of the course be sent to the Graduate Records Office if the transcript was not included among the admission documents. When both the petition and transcript are on file, they will be reviewed in the Graduate Records Office for conformity to IIC policies.

- Courses Taken After Enrollment at IIC

IIC students planning to take a degree requirement or elective at another university must process the transfer petition as described above prior to taking the course. Immediately upon completion of the course, the student must request that an official transcript be sent to the IIC Graduate Records Office. A grade of "B" or better is required in order to receive credit (units only) when transferring a course from another institution. Grade(s) awarded by the issuing institution will not be calculated in the student's overall grade point average. After the petition and transcript are on file, they will be reviewed by the Registrar's Office for conformity to IIC policies.

V. Course Load

A full-time M.A. degree graduate student takes a minimum course program of nine (9) semester units (hour/week).

Part-time students must take a minimum of three (3) semester units. A minimum of 36 semester units and the completion of a thesis are required for graduation.

The PAKS M.A. degree program requires 18 units of required courses, 18 units of elective courses, and an M.A. thesis. Students may apply up to 6 units of graduate-level Intermediate or Advanced Language and Culture credits to their elective credit hours.

The TKFL M.A. degree program requires 21 units of required courses, 15 units of elective courses, and an M.A. thesis.

VI. Readmission

Students wishing to restart after withdrawing may do so without penalty and will be assessed tuition as a proportion of the total program cost only for the classes that the student is re-entering. Any prior balances must be paid-in-full before the student can re-enter.

VII. Tuition and Fees

IIC reserves the right to change tuition and other fees upon giving notices to the students and the appropriate agencies. The charges for each program offered by the school are delineated under Tuition and Fees.

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INSTITUTE REGULATIONS & POLICIES

I. Cancellation and Refund Policy

The student is entitled to a full refund of tuition, registration, and other fees, except the non-refundable application fee and non-academic or miscellaneous fee(s), if he or she cancels the enrollment agreement within 72 hours (3 business days) of signing. If the student cancels after 72 hours of signing the enrollment agreement but before the first day of class, the student is entitled to a refund of the tuition fee but not the registration fee.

If the student cancels after 72 hours of signing the enrollment agreement and after the scheduled class has commenced, he or she is entitled to a pro rata refund, exclusive of the registration and application fees, for the tuition attributable to the remaining portion of the class. To qualify for this refund, the student must seek the refund before 60 % of the scheduled class has been completed.

Example: If the student completes only 30 hours of a 90-hour course and pays \$300.00 in tuition, the student would receive a refund of \$200.00.

\$300	x	60 clock hours of instruction	
Amount paid		<u>paid for but not received</u>	=
		\$200refund	
for instruction		90 clock hours of instruction	
amount			

for which the student has paid

If the student cancels after completing more than 60% of the instruction from the day he/she first started attending the class, the student is not entitled to any refund.

If the school cancels or discontinues a course or educational program, the school will make a full refund of all charges. Refunds will be paid within 30 days of cancellation or withdrawal.

II. Adding/Dropping Classes

After a student has officially registered in classes, the student may add or drop classes within dates specified in the Academic Calendar. After this period, they must receive special

permission from the instructor if the student wishes to add or drop classes.

III. Attendance Policy

Students are expected to attend all scheduled classes in order to achieve the learning goals of their programs. Attendance is recorded at each class meeting. Students with unexcused absences of 25% or more of the scheduled classes may be requested to drop the course by the instructor.

Students who are absent from classes due to illness, jury duty, military annual training, or other personal circumstances beyond the student's control should contact the instructor to arrange for the time to make-up work for missed classes.

IV. Leaves of Absence

Leaves of absence are considered approved interruptions in the student's program at IIC. The student granted a leave of absence may return to the Institute without formally applying for readmission, within a period of one year following the start of the leave of absence. A student must receive prior approval from the Administration before going on a leave.

Students may be granted a leave of absence if they follow the required steps:

- Obtain approval from the instructor and/or administration
- Complete a leave of absence form

The administration discourages students from taking a leave of absence as it may significantly increase the length of their program and increase the likelihood of non-completion.

IIC does not recognize the following interruptions: unapproved leaves of absence, dismissals, suspensions. Any student who takes a leave without approval is suspended, or expelled and cannot be re-admitted without approval from the administration. Students who demonstrate unsatisfactory academic progress may be permitted to withdraw or take a leave of absence with the approval of the administration. (see GRADING SYSTEM).

V. Equal Opportunity

It is the policy of the Institute to provide all persons with equal opportunity in its educational programs without regard to race, color, ethnic group identification, national origin, religion, gender, sexual orientation, marital status, age, handicap or disability.

VI. Disabled Students' Rights

IIC complies with the Americans with Disabilities Act of 1990 and Rehabilitation Act of 1973 (Section 504), which requires that no qualified disabled person will be excluded by reason of disability from enrolling in a course of instruction. Certain programs may require manual dexterity. Please consult the Director of Admissions for further information.

VII. Drug Policy

IIC is in compliance with Federal Government Regulations for a drug-free workplace for students and employees. It does not allow the unlawful possession, use, or distribution of illegal drugs and alcohol by students on school premises. Any student or employee caught in possession, use, or distribution of any illegal substances will be expelled and/or arrested.

VIII. Crime Awareness & Campus Security

The institute is required to compile and report any criminal activity, which takes place on the campus. The institute must report statistics on the following crimes: sex offenses, forcible or non-forcible burglary and motor vehicle theft, drug and alcohol abuse. This report is available to all prospective students and employees upon request. Should a student or staff member be affected by a crime, they should report the occurrence to the Admissions Office. The Administration Office will record the incident and refer the case to the proper law enforcement officials.

IX. Student Records

Student records are maintained by the Institute for five years from the time a student graduates or withdraws from the program. To request a copy of records, students may contact the Admissions Office as to the cost of processing such a request. Students may review their files by requesting an

appointment in writing with an administrative assistant. Students have the right to request corrections, complain about alleged violations of privacy, consent to the release of personally identifiable information, and file complaints (see Grievance Policy). Student names, dates of attendance and programs in which the student has been enrolled are considered public information. All other information is considered private and is used for record-keeping purposes only.

X. Termination of Enrollment

All students are expected to attend classes regularly, and to maintain satisfactory academic progress (see GRADING SYSTEM). The Institute reserves the right to dismiss (terminate enrollment) any student who:

- exhibits conduct which is found by the administration to be detrimental to the individual, other students, the community, or the Institute.
- fails to maintain satisfactory academic progress.
- fails to attend classes regularly.
- fails to meet the agreed-upon financial obligations with IIC.
- sells, uses, or has possession of alcohol or controlled substances on school property.

XI. Grievance Policy

Any student who wishes to lodge a complaint may take the following steps:

- Discuss the complaint with the instructor first.
- If the grievance remains unresolved, the student may discuss the complaint with the Director of Student Services.
- If this does not yield satisfactory results, the student may register a formal complaint by stating the exact nature of his or her grievance in writing and submitting it to the Administration of the Institute.

XII. Program Changes

IIC reserves the right to make changes in program content, materials or schedules when deemed necessary to keep them current with the industry standards and practices potentially affecting the employability of graduates.

XIII. Publicity/Advertising Rights

IIC reserves the right to reproduce any photos taken on Institute premises in school literature, publicity, and advertising. IIC also reserves the right to retain or request graduates' names and/or to request and reproduce testimonials in school literature, publicity, and advertising.

ACADEMIC POLICIES AND PROCEDURES

I. Grading Policy

Policies concerning evaluation of student work ("grading") are under continuous review and subject to change. Department chairs are responsible for informing department members of basic faculty grading policy and procedures and for ensuring adherence to these policies and procedures.

It is the responsibility of the instructor to describe to each class the methods of evaluation. Students should feel free to ask for an explanation of the grading practices in any course.

II. Basic Definition

The following symbols shall be used in evaluating student performance. Performance will be interpreted to reflect the quality of the student's accomplishment relative to the standards set for each course. Students in the graduate-level program are advised that a minimum grade point average (GPA) of 3.0 (B) is required for graduation.

- A = Performance of the student has been of the highest level, showing sustained excellence in meeting course responsibilities.
- B = Performance of the student has been good, though not of the highest level.
- C = Performance of the student has been adequate, satisfactorily meeting the course requirements.
- D = Performance of the student has been less than adequate.
- F = Performance of the student has been such that course requirements have not been met.
- Pass (P) Performance of the student has been equivalent to grades A through B-.
- Not Pass (NP) Performance of the student has been equivalent to grades from C through F
- I = (Incomplete) Performance of the student has been incomplete due to circumstances beyond his/her control. Passing work was being accomplished at the time the incomplete was issued, and there is a possibility of earning credit if the course requirements are completed within the time allowed.

W = (Withdrawal) Indicates that the student was permitted to drop the course after the 20th day (4th week) of instruction with the approval of the instructor and appropriate school officials. It carries no connotation of quality of student performance and is not used as units attempted in calculating grade point average.

AU = (Audit) Indicates that the student was enrolled on a non-credit basis. Enrollment as an auditor is subject to the permission of the instructor and shall be permitted only after students otherwise eligible to enroll in the course on a credit basis have had an opportunity to do so. Auditors are subject to the same fee structure as credit students and regular class attendance is expected. Once enrolled as an auditor, a student may not change to credit status unless such a change is requested prior to the last day to add classes.

III. Grading Systems

The basic grading system to be used at the Intercultural Institute of California is the A-F system (see definitions above).

An alternative Pass or No Pass system may be used under the following conditions:

- In courses where the Pass or No Pass option is permitted, students must notify the instructor in writing, by the end of the 4th week of instruction, of their decision to be evaluated on the Pass or No Pass basis. No change in this decision is permitted after the 4th week of instruction.
- No more than 30% of the units earned at this Institute, and applied toward a Master's degree, may be taken for Pass/No Pass basis.
- All students in a given class, whether being evaluated on the A-F or Pass or No Pass basis, are to be treated in the same manner with respect to assignments, methods of evaluation, and standards of performance. The only difference is in the symbol entered on the student's official grade record.

IV. Use of Incomplete (I) Grade

An incomplete signifies that a portion of required course work has not been completed and evaluated in the prescribed time period due to unforeseen, but fully justified, reasons and that there is still a possibility of earning credit. Either the student or the instructor may initiate a request for a grade of Incomplete. Petition for Incomplete may be obtained from the Administration and must be signed by the instructor. It is the responsibility of the student to bring pertinent information to the instructor and to reach agreement on the means by which the final grade is assigned when the work agreed upon has been completed and evaluated. An incomplete must be made up within one calendar year immediately following the end of the term in which it was assigned. This limitation prevails whether or not the student maintains continuous enrollment.

Failure to complete the assigned work will result in an incomplete being counted as equivalent to an F for grade point average. If a student has extenuating circumstances and an extension of this one-year is necessary, the student should contact the instructor involved and obtain a designated extension of time to make up the incomplete. The petition must be approved by the instructor and the Administration and forwarded to the Registrar's Office.

A grade of Incomplete (I) will not be changed after a degree or credential has been awarded even though it is made up within the time period.

V. Grade Point Average

Grade point averages are determined by dividing the total number of grade points earned by the total number of units attempted in courses in which A-F grades are assigned. Students in the graduate-level program are advised that a minimum grade point average (GPA) of 3.0 (B) is required for graduation.

Grade Points

The following grade points are assigned per unit:

A = 4.0 B- = 2.7 D+ = 1.3

A- = 3.7 C+ = 2.3 D = 1.0

B+ = 3.3 C = 2.0 D- = 0.7

B = 3.0 C- = 1.7 F = 0.0

No other grading symbol, including I, AU, RD, CR, NC, carries grade point credit.

VI. Definition of Semester Unit

One Semester Unit—One class meeting per week for fifteen (15) weeks. (At least two hours of study is expected in preparation for each hour of class.) *or*

Two hours of laboratory work per week for fifteen (15) weeks,

or

Three hours of externship or placement for fifteen (15) weeks.

Summer session and extension units are evaluated on a basis of hours to units equal to those above, but adapted to the special schedules of these programs.

VII. Grade Changes

- Letter grades are not convertible to other letter grades and NC grades are not convertible to CR grades except in cases of instructor or administrative error. All grade changes are by petitions, with a recommendation of a grade change by the instructor and the approval of the Administration.
- Except in cases of instructor or administrative error, CR/NC grades are not convertible to letter grades or vice versa. All grade change requests involving the CR/NC option are by petition, with a recommendation by the instructor and the approval of the Provost. Requests for reasons other than clerical error are subject to review by the Administration of the Institute.
- A student wishing to request a retroactive grade change, withdrawal, or addition, must initiate the request during the semester in attendance immediately following the semester when the original grade was assigned or

following the semester in which the course in question was offered.

- Grade changes are not permitted after the award of a degree or credential, unless the change is for a course not used for the degree (in the case of a graduate student continuing after the award of a degree or readmitted second baccalaureate student) or in the case of a formal school grade appeal process when the request has been initiated by the student in the semester immediately following the award of the grade.

VIII. Student Appeal For Grade Change

Intercultural Institute of California (IIC) guarantees the student a right to appeal a final course grade when the student believes that the assigned grade does not reflect what the student has earned according to the criteria for grading as outlined by the instructor of the course.

IIC's policy states that: (1) It is the responsibility of the instructor of each course to define his/her grading policy and criteria as early in the semester and as explicitly as possible while conforming to accepted university practices. If there is any deviation from this original statement of course policy, all affected students should be informed. (2) It shall be assumed that the grade assigned is correct and that the student appealing the grade must justify the need for a change of the grade assigned. (3) Normally, grade appeals should be resolved informally between the student and faculty involved. (4) A student who believes s/he has been assigned an improper grade should meet with the instructor of record and together review the grading procedures used to determine the grade assigned on the student's transcript.

If, after careful review of the grading procedures, the student is still dissatisfied, or if the instructor of record refuses to take part in the informal process, the student may initiate the formal grade appeal by contacting the administration.

Repeat of Courses

Unless otherwise stated, courses may not be repeated for additional units of credit.

Grades of C or below are not acceptable on a Graduate Approved Program for meeting the requirements of a Master's degree.

If students repeat a course in which a C or lower grade was earned, they will be charged for all units attempted and all grade points earned but units completed will be granted only once.

IX. Probation

A student will be placed on probation if, at the close of any semester the student's cumulative grade point average (GPA) is less than 2.0 for all courses taken at IIC. In order to be reinstated to good standing, the student must obtain a cumulative GPA of at least 2.0 for all courses taken at IIC within one semester of being placed on probation. Failure to achieve a GPA of at least 2.0 after one semester on probation may lead to expulsion.

ACADEMIC SUPPORT

I. Library

The Wu Jung Library is located on the first floor and is open 9:00 to 5:00 from Monday to Friday. The Library offers publications and services directly related to all course work offered by the Institute. Print acquisitions such as books, journals, and newsletters are made available to both students and faculty. The students may check out books with valid student identification. The Wu Jung Library currently holds over 8,000 volumes of books and other printed materials in Korean Studies. In addition, IIC students have access through inter-library loan to the East Asian Library, University of California at Berkeley containing one of the nation's top three collections of Asian research materials, the University of San Francisco's Ricci Institute for Chinese-Western Cultural History with over 70,000 volumes in Chinese, Japanese, and Korean, and the Hoover Institution at Stanford University. Many San Francisco public libraries are located within commuting distance. Students can also use the Internet, which provides a virtually limitless research and learning resource.

II. Computer Laboratory (LAB)

The Computer Lab provides access to the state-of-the-art microcomputers for the IIC students. Students use the equipment to acquire skills in the use of a variety of software applications, receive instruction, and study independently. They may use computers in conjunction with course work or for individual projects approved by the instructor.

III. Tutoring Services

IIC instructors are available for special tutoring and make-up work outside of normal classroom hours. Instructors are available by appointment to answer questions and give special attention to students. Computers and other equipment are also available to students outside of classroom hours.

IV. Career Development & Placement Services

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The IIC provides job referral assistance to part-time and full-time employment through contacts with employers, IIC Advisory Council members, and off-campus work experience programs. The IIC also provides various services to assist students in developing career goals and selecting an occupational program. Services include career counseling and job-preparation workshops which provide training and Internet access for job search information.

V. Academic Counseling

The Director of Academic Administration, Instructors, and other staff provide students with academic counseling and assessment examinations designed to gauge students' academic abilities and preparation. Based on this information and that obtained through interviews and analyses of academic records assist the students to plan an appropriate course of study and also further develop their career choice.

VI. Orientation

The orientation program held as part of the instructional program during the first week of class is designed to familiarize students with the organization and operation of the Institute. During the orientation, students are introduced to the mission and history of the Institute, rules and regulations, study techniques, academic standards, and counseling. Accordingly, all new students are urged to attend the orientation. The program affords new students an opportunity to meet members of the faculty and administration.

VII. Field Trips/ Guest Lecturers

Students may go on field trips with their instructor at appropriate times during the classroom training period. These trips are designed to supplement curriculum. Guest lecturers from the academic, business or professional world may also be invited to speak on a variety of subjects that compliment the curriculum.

VIII. Social Activities

Although we are committed to professionalism, the staff of Intercultural Institute of California attempts to maintain a congenial atmosphere. Many lasting friendships are formed between the students and staff. The Institute encourages the students to socialize, particularly during special occasions and holidays.

MASTER OF ARTS IN KOREAN STUDIES

Curriculum

The curriculum consists of required courses and electives, the combination of which will allow the student to master a core of knowledge essential to Korean studies and shape the program in a manner that best assists in developing his/her own expertise or interest.

Course Numbering

500 level courses are not considered as graduate level courses and thus cannot be counted in the 36 units required for graduation. All PAKS students, however, are required to complete the equivalent of LC543 (Intermediate Korean Language and Culture) for graduation. This can be done through either the satisfactory completion of coursework or by examination. Students also can take 500 level English courses to further their English skills and to support their thesis writing and oral presentation skills. A maximum of six units of Korean or English language courses can be applied to the degree.

As a general rule, 600 level courses are prerequisite to 700 level courses. Students who wish to take 700 level courses but have not completed the 600 level prerequisites should consult their academic advisor before registration.

Master's Degree Requirements

Candidates must complete a total of 36 semester units. In addition, the student must complete a thesis and have his/her final work approved by the thesis committee.

Master's Thesis

A Master's Thesis is normally expected to be completed in the student's last semester of coursework. The completed and signed thesis must be submitted at least two weeks before the last day of instruction. There are specific steps that the student must follow before beginning his/her thesis as outlined in the Guidelines for the Preparation and Submission of Thesis. Students should follow the stylistic requirements for thesis preparation as indicated in the M.A. Guidelines.

I. Teaching Korean as a Foreign Language (TKFL)

Major Requirements (21 units)

Students in the TKFL program must take the following courses for a total of 21 units as part of the 36-unit requirement for the completion of the Master of Arts degree.

KS600a Research Methodologies for TKFL (3 units)

AL650 Teaching Korean as a Foreign Language:
Theories and Practices (3 units)

AL651 Second Language Acquisition (3 units)

AL652 Pedagogical Korean Linguistics (3 units)

AL756 Practicum in Teaching Korean (3 units)

AL654/SS665 Cross-Cultural Communication (3 units)

or

AL653 Sociolinguistics and Language
Learning & Teaching (3 units)

KS799 Thesis Writing (3 units)

Electives

Beyond the 21 units noted above as required courses, students are to select courses listed in the IIC catalog as elective courses (see course list starting on page 33). Students are strongly encouraged to consult with their academic advisor and create an academic program that best allows a focused specialization in their area of interest.

Language Requirements

All TKFL students must have their Korean proficiency of LC543 (Intermediate Korean Language and Culture) or its equivalent before admission and should improve their Korean to the Advanced level before graduation. If English is not their first or native language, students are required to submit a minimum TOEFL score of 550 (or Computer-Based TOEFL test score of 220) before graduation. A maximum of six (6) units of Korean or English language courses can be applied to the M.A. degree.

II. Professional Application of Korean Studies (PAKS)

Major Requirements (18 units)

Students in the PAKS program must take the following courses for a total of 18 units as part of the 36-unit requirement for the completion of the Master of Arts degree.

KS600-b Research Methodologies for PAKS (3 units)
HS604 Korean History: Earliest Times Through the Late Chosŏn Period (3 units)
HS605 Korean History: Late Nineteenth Century to Present (3 units)
RP622 Religion and Worldviews in Pre-modern Korea (3 units)
KS700 Seminar: Current Topics in Korean Studies (3 units)
KS799 Thesis Writing (3 units)

Electives

Beyond the 18 units noted above as required courses, students are to select courses listed in the IIC catalog as elective courses (see course list starting on page 33). Students are strongly encouraged to consult with their academic advisor and create an academic program that best allows a focused specialization in their area of interest.

Language Requirements

All PAKS students must show their English proficiency with a minimum TOEFL score of 550 (or Computer-Based TOEFL score of 213) before admission, if English is not their first or native language. PAKS students must also complete the Korean language requirement of LC543 (Intermediate Korean Language and Culture) or its equivalent through testing before graduation. If students have already attained the minimum required level of Korean proficiency, they should take 1-2 language-related classes to maintain their proficiency. A maximum of six (6) graduate-level units of Korean or English language courses can be applied to the M.A. degree.

III. Curriculum

Unless otherwise indicated, all courses are for three units.

Korean Studies

KS600-Research Methodologies for TKFL
KS600-b Research Methodologies for PAKS
KS700 Seminar: Current Topics in Korean Studies
KS701 Directed Studies / Internship (1-5 units)
KS799 Thesis Writing

History

HS604 Korean History: Earliest Times Through the Late Chosŏn Period
HS605 Korean History: Late Nineteenth Century to Present
HS704 Seminar: Topics in Korean History
HS705 Source Materials in Korean History
HS707 Directed Research in Korean History

Literature

LT610 Korean Literature in Translation (Pre-modern)
LT611 Korean Literature in Translation (Modern)
LT612 Theoretical Approaches to Korean Literary Studies
LT710 Topics in Pre-modern Literature
LT711 Topics in Modern Literature
LT712 IIC Translation Workshop

Religion, Philosophy, and Culture

RP620 Art in Pre-modern Korea
RP621 Art in Modern Korea
RP622 Religion and Worldviews in Pre-modern Korea
RP623 Religion in Modern Korea
RP624 Korean Film
RP625 Topics in Korean Music
RP626 Korean Folklore and Ethnography
RP720 Buddhism in Korea
RP721 Confucian Ideology in Korea

Language and Culture

- LC541 Beginning Korean Language and Culture I, II (Cross listed as K10 I & II)
LC542 Advanced Beginning Korean Language and Culture I, II (Cross-listed as K11 I & II)
LC543 Intermediate Korean Language and Culture (Cross-listed as K20)
LC544 Advanced Korean Language and Culture (Cross-listed as K30)

Pedagogy

- AL650 Teaching Korean as a Foreign Language: Theories and Practices
AL651 Second Language Acquisition
AL652 Pedagogical Korean Linguistics
AL653 Applied Sociolinguistics for Korean as a Foreign Language
AL654 Cross-Cultural Communication (Cross-listed as SS665)
AL750 Materials Development for Teaching Korean
AL751 Curriculum Development for Teaching Korean
AL752 Topics in Teaching Korean
AL753 Assessment Development for Teaching Korean
AL754 Korean Language Teaching Through the Internet
AL755 Seminar in Teaching Korean
AL756 Practicum in Teaching Korean
AL757 Professional Development for Teachers of Korean (summer intensive course)

Social Sciences

- SS660 Economic Development of Korea
SS661 Business Practices in Korea
SS662 Korea and Globalization
SS663 Pacific Rim and International Relations
SS664 Social Trends and Politics in Contemporary Korea
SS665 Cross-Cultural Communication (cross-listed as AL654)
SS670 Gender Issues in Contemporary Korea
SS671 The Korean Diaspora (cross-listed as KA681)
SS770 Seminar: Issues in Korean Politics and Economics
SS799T Graduation Project Development

Korean-American Studies

- KA680 The Korean-American Experience
KA681 The Korean Diaspora (cross-listed as SS671)
KA682 Korean-American Literature
KA780 Seminar: Topics in Korean-American Relations

IV. Course Descriptions

Korean Studies

KS600a -Research Methodologies for TKFL (compulsory) **KS600b- Research Methodologies for PAKS (compulsory)**

--For first year M.A. students. Designed to introduce a survey of research methodologies and a critical analysis of various theoretical approaches to the field. Students will learn skills such as bibliography compilation and writing abstracts, among others, and prepare a research proposal for their thesis.

KS700 Seminar: Current Topics in Korean Studies

--This seminar will examine various political, social, and economic issues in contemporary Korea. The class will use an interdisciplinary approach designed to facilitate student understanding outside of a given discipline and broaden their critical abilities.

KS701 Directed Studies/ Internship (1-5 units)

--Students may elect to undertake an internship with a company or organization directly relevant to Korean Studies. This practicum will enable participants to gain in-depth experience and expertise in a particular profession while applying their knowledge of Korean Studies and Korean language. Alternatively, students may elect to carry out independent research under the supervision of an IIC-approved faculty advisor.

KS799 Thesis Writing

--Students are required to take this course while writing their Masters thesis under their faculty advisor's supervision. Advisor approval required.

History

HS604 Korean History: Earliest Times Through the Late Chosŏn Period

--A critical analysis of trends in pre-modern Korea, incl 35 political, historical, social and economic developments. Readings for this class will be in English.

HS605 Korean History: Late Nineteenth Century to Present

--An investigation of the historical developments of the late nineteenth century to present day Korea, with particular focus on trends towards Westernization and modernization. All readings for this course will be in English.

HS704 Seminar: Topics in Korean History

--Focused seminars covering a variety of issues in Korean history, including "The History of Women in Korea," "Class Structure in Pre-modern Korea," and "The Politics of Division in Contemporary Korea." Prerequisite: HS604/HS605 or advisor approval.

HS705 Source Materials in Korean History

--This course provides the opportunity for analysis of various essential source materials in Korean history using original language materials such as the *Chosŏn wangjo shillok* (Veritable Records of the Chosŏn Dynasty) and other documents.

HS707 Directed Research in Korean History

--This course will allow students to investigate topics closely related to their thesis topic in history under close supervision by a faculty member. Advisor approval required.

Literature

LT610 Korean Literature in Translation (Pre-modern)

--This course will offer students a chance to sample various genres of literature from the pre-modern period. Included will be genres such the poems-songs of the Shilla Kingdom, Buddhist prose from the Koryŏ period, short stories and poems from both Koryŏ and Chosŏn, and novels among other genres. The course will also introduce genres of pre-modern oral literary works including shaman songs and *p'ansori* works.

LT611 Korean Literature in Translation (Modern)

--Through a series of close readings, this course is designed to allow students to gain a broad appreciation of modern Korean literature, ranging from the late nineteenth century to the present.

LT612 Theoretical Approaches to Korean Literary Studies

--Designed to offer students the theoretical foundations to study literature, this course will examine various literary theories in connection with Korean literature. Various works from both the modern and pre-modern periods will be analyzed with different theoretical approaches including feminist, postcolonial, postmodern, queer, and Marxist theories.

LT710 Topics in Pre-modern Literature

--Designed for the advanced student, this course will investigate various genres of pre-modern literature using materials in both Korean and literary Chinese. On a rotating basis, the course will cover verse, prose, and dramatic works.

LT711 Topics in Modern Literature

--This course will focus on Korean literature of the past one hundred years and cover diverse genres such as the short story, novel, essay, poetry, and other literatures in electronic formats. All readings will be in original language sources.

LT712 IIC Translation Workshop

--This workshop is designed to bring together writers, translators, and students to translate Korean literary works into English. Students will work closely together with the instructors to develop translation skills necessary for producing quality works.

Religion, Philosophy, and Culture

RP620 Art in Pre-modern Korea

--The student is first introduced to some of the highlights of traditional Korean art—such as Koryŏ period Buddhist sculpture and Chosŏn period landscape painting.

RP621 Art in Modern Korea

--Through a series of lectures and discussions, the course is designed to give an overview of the developments in modern Korean art. The major aim of this course is to help the student come to an understanding of cultural production in Korea and to introduce her or him to its contemporary and historical interpretations.

RP622 Religion and Worldviews in Pre-modern Korea

--This course will investigate the major religious worldviews of pre-modern Korea. Beginning with shamanism, the course will discuss the influence of Buddhism, Daoism, Confucianism and geomancy in Korea. Additionally, the impact of Catholicism and Protestantism at the end of Chosŏn will be examined.

RP623 Religion in Modern Korea

--Beginning with the role of traditional religious worldviews in the colonial period, this course will introduce the student to a critical analysis of religion in twentieth century Korea. For the post-1950s period, the course will take special focus on the role of "new" religions in altering the growth of society and culture.

RP624 Korean Film

--By presenting representative feature films from North and South Korea, this course enables students to study Korean cinema both as a unique genre of modern arts and as a powerful social and political discourse. This course aims to introduce aspects of Korean culture as depicted through film and assigned readings. It will aim to foster discussion of history, culture and social life through its representation in film in the context of readings and will discuss the question of "national cinema."

RP625 Topics in Korean Music

--This course will serve as a general introduction to Korean music and Korean musical culture. The course will combine lectures, readings, and musical examples. Starting with basic musical genres, the course will develop to include discussions concerning historical and contemporary musical life in South Korea.

RP626 Korean Folklore and Ethnography

Through lecture and seminar formats, this course is designed to help participants acquire a working knowledge of the academic

literature on Korean folklore and ethnography. Topics include: substantive genres and topics of concern, theoretical issues, research resources, the history of scholarship, differences between disciplinary orientations, and the place of folklore within Korean studies. Required readings are in English; some knowledge of Korean would be useful but is not required.

RP720 Buddhism in Korea

--This course will seek to understand the role of Buddhism in shaping Korean society over the last 1,600 years by examining the schools of Buddhism that had a major impact on the development of Korean religious thought. Additionally, readings will analyze the role Korean monks played in altering and assimilating the religion in Korea.

RP721 Confucian Ideology in Korea

--The role of Confucian ideology in molding Korean society will be examined in this course. Beginning with Confucian philosophy in the Three Kingdoms and Koryŏ periods, the course will then move to the Neo-Confucian ideals that were to facilitate the foundation of the Chosŏn dynasty. The course will examine both the principles of Confucianism and its manifestations in Korea's pre-modern culture.

Korean Language and Culture

LC541 Beginning Korean Language and Culture I (Cross-listed as K10 I)

-- This course assumes little or no previous knowledge of Korean, and as such, aims to train the students to acquire the fundamentals of the Korean language and culture and to be able to function socially at a basic survival level. The course starts with the building blocks to study the Korean language and culture, such as the practice and mastery of Hangeul, the Korean alphabet, from the very beginning of the semester. Subsequently, the course emphasizes not only the acquisition of basic Korean sentential patterns and sound system but also the communicative application of frequently used language functions, such as exchanging greetings, giving their identity, asking directions and naming a number of familiar objects from their immediate environment, posing simple questions, and telling time and counting money. ■

LC541 Beginning Korean Language and Culture II (Cross-listed as K10 II)

-- As a continuation of Beginning Korean and Culture I, this course assumes some previous knowledge of Korean including the mastery of Hangeul, the Korean alphabet. Continuing to explore more basic Korean sentential patterns and attempt the communicative application of frequently used language functions, the course introduces a full range of the fundamentals of the Korean language and culture with which the students can function socially at a basic level, such as a limited number of irregular predicates, the past and future tenses, and honorifics and deferential speech styles. In an effort to simulate the contexts the target language is adequately used, culturally appropriate manners and culture-specific social information are also highlighted throughout the course.

LC542 Advanced Beginning Korean Language and Culture I, II (Cross-listed as K11 I & II)

--A continuation of LC541. Designed for those students who have successfully completed LC541 or have basic skills in Korean.

LC543 Intermediate Korean Language and Culture (Cross-listed as K20)

--A continuation of LC542.

LC544 Advanced Korean Language and Culture (Cross-listed as K30)

--Emphasis on both oral and written communication along with reading and writing skills.

Pedagogy

AL650 Teaching Korean as a Foreign Language: Theories and Practices

--This course will provide the pedagogic basis for teaching Korean as a foreign language. Content will focus on theories of teaching, instructional methodology, textbook selection, and socio-linguistic issues in presenting Korean as a foreign language.

AL651 Second Language Acquisition

--This course provides a survey of major perspectives on second language acquisition processes, including inter-language theory, acculturation theory, cognitive/connectionist theory, and linguistic universals in regards to the Korean language. Analysis of research from the different perspectives includes consideration of grammatical, pragmatic, and socio-linguistic dimensions of language learning.

AL652 Pedagogical Korean Linguistics

--This course touches on the general areas of Korean linguistics, from Korean language background to sociolinguistics, and applied linguistics, including Korean teaching methodology. The goal of this course is to equip students with a general background in Korean linguistics to enhance classroom teaching.

Pre-requisites: Korean language competence at the Intermediate level. Requirements: Course work and a term project.

AL653 Applied Sociolinguistics for Korean as a Foreign Language

--This seminar deals with socio-linguistic issues in Korean that is the study of the Korean language in relation to its society and culture. Topics covered include dialectal variations, language and thought, communication patterns, politeness and honorifics, gender differences, and literary and oral tradition.

AL654 Cross-Cultural Communication (cross-listed as SS665)

--This course will consider various approaches to studying cross-cultural communication, including conversation analysis, speech act theory, and the ethnography of communication. Students will learn to understand cultural roots affecting language usage, business practices, and communication styles.

AL750 Materials Development for Korean

--This course is designed for students with Korean proficiency to acquaint them with the current teaching methods and theory in foreign language education and to develop necessary skill that enhance teaching and learning in the classroom. The course will be taught in both Korean and English.

The main objective of the course is for students to design and develop lesson plans for specific aspects or levels of Korean, applying the theories and approaches acquired in the course, thus creating a term project for the course.

AL751 Curriculum Development for Teaching Korean

--A survey of issues in the development of curriculum for teaching Korean as a foreign language. Particular emphasis will be placed on developing student-centered and interactive approaches to language learning.

AL752 Topics in Teaching Korean

--On a rotating basis, this seminar will cover topics such as teaching listening and speaking skills, teaching reading and writing skills, and developing testing materials for Korean as a foreign language. Designed for advanced students.

AL753 Assessment Development for Teaching Korean

--This course is designed to provide students the foundations and strategies for developing testing and assessment in Korean teaching. Various methods of measuring language development will be reviewed and students will create different assessments for Korean classes.

AL754 Korean Language Teaching Through the Internet

--This course is designed to explore new Korean language teaching methods through the Internet. The objective of this course is to learn how to develop language teaching electronic curriculum, as well as to develop strategies and tools on how to interact with students. Prerequisite: PD750 and basic computer/Internet skills.

AL755 Seminar in Teaching Korean

--This course is designed to explore the characteristics of the Korean language through representative literary works from the Modern and Contemporary periods. The objective of the course

is to create a curriculum guide with lesson plans, focusing on skills for reading comprehension and writing competence.

AL756 Practicum in Teaching Korean

--Students will be placed in a classroom to work with a master teacher in a public school setting under the guidance of university faculty or an Academic Advisor. The main objective of the course is to provide candidates with critical field experience teaching Korean in the school setting. If such Korean classes in public schools are not available, however, IIC's Korean Language program may be substituted for the Practicum work. The Term Project will be determined on an individual basis. The project should cover the following areas of concerns: Goals and objectives, guidelines for planning lessons, criteria for evaluation of students' achievement, and self-assessment of classroom performance.

Requirements: Student Teaching and Term Project

AL757 Professional Development for Teachers of Korean (summer intensive course)

--This course is offered only during the summer, under the co-sponsorship with the California Foreign Language Project (CFLP) at Stanford University. This is a summer intensive course that aims at assisting teachers and teacher-candidates to enhance Korean language instruction by increasing their content knowledge and pedagogical skills. This course provides updates of the most current theories and practices in the foreign language teaching profession.

Social Sciences

SS660 Economic Development of Korea

--This class will trace the economic development of Korea briefly through the Korean War and then in more detail from the 1960's. Students will gain a clear understanding of Korea's position in the global economy, and a perspective on Korean economic development strategies of the past, present and for the future. This course will include guest lecturers.

SS661 Business Practices in Korea

-- This course is especially designed for intermediate to advanced students who need training in business Korean. The course will particularly emphasize common Korean business practices and etiquette and will introduce students to a wide range of linguistic environments including meetings and negotiation techniques.

SS662 Korea and Globalization

--This course will investigate various issues concerning Korea (both North and South) and the processes of globalization in contemporary times. Among topics to be covered are the role of the Koreans in the global village, trends towards internationalization of political and military affairs, and international economic ties.

SS663 Pacific Rim and International Relations

--This course examines Korea's economically and militarily strategic positions in Asia, the Pacific Rim, and the global community. This course will provide a historical perspective as well as a contemporary awareness of Korea's complex geopolitical and geo-economic situation with a view to the 21st Century.

SS664 Social Trends and Politics in Contemporary Korea

--This course examines Korean society as it has transformed over the past 50 years, including changes as reflected in politics. The roles of men and women will be discussed as well as other changes taking place with generational change, rapid economic growth, democratization and modernization.

SS665 Cross-Cultural Communication (cross-listed as AL654)

--This course will consider various approaches to studying cross-cultural communication, including conversation analysis, speech act theory, and the ethnography of communication. Students will learn to understand cultural roots affecting language usage, business practices, and communication styles.

SS670 Gender Issues in Contemporary Korea

--The course explores the changing gender roles in Korea. It will examine the Confucian perspective in traditional and contemporary Korean families, changing patterns of family life,

and changes in women's status and their economic and political participation.

SS671 The Korean Diaspora (cross-listed as KA681)

--This course is an introduction to the history of Koreans in the U.S., Japan, the former Soviet Union, China, and other regions of the world. The course will examine the historical experience as well as sociological, political and economic implications of being a Korean immigrant, or a Korean descendant living outside Korea.

SS770 Seminar: Issues in Korean Politics and Economics

--An interdisciplinary seminar that will address various issues in contemporary Korea, with particular reference to political and economic developments.

SS799T Graduation Project Development

--This course guides students through the process of writing their MAT or MS thesis or teaching portfolio which is required for graduation, following the guidelines/practices of their field.

Korean-American Studies

KA680 The Korean-American Experience

--This course will investigate the lives, experiences, difficulties and achievements of Koreans in America with special focus on the aspects that have made Korean-American history in the United States unique. The class will use a multi-disciplinary approach and examine both how Koreans in the US have changed their lives, and how they have retained what can be labeled as 'traditional' lifestyles.

KA681 The Korean Diaspora (cross-listed as SS671)

--This course is an introduction to the history of Koreans in the U.S., Japan, the former Soviet Union, China, and other regions of the world. The course will examine the historical experience as well as sociological, political and economic implications of being a Korean immigrant or a Korean descendant living outside Korea.

KA682 Korean-American Literature

--The focus of this course will be on the writings of Korean-Americans. Various genres of literature will be covered ranging from poetry to novels.

KA780 Seminar: Topics in Korean-American Relations

--A series of lectures, which examines the cultural, economic, and strategic nature of Korean-American relations, including an historical overview. Issues related to overseas Koreans, the 1.5 Generation, and second generation, Korean-Americans, will also be discussed.

V. Requirements for Graduation

Candidates for graduation must meet the following conditions:

1. Fulfill the basic requirements for the degree.
2. Accumulate 36 semester units as specified for the M.A., complete the research and thesis as required for M.A. candidates.
3. Complete the Practicum as required for TKFL M.A. candidates.
4. Document English proficiency, with a TOEFL score of 550 (or Computer-Based TOEFL score of 220).
5. Submit a petition for graduation to the President no later than the first day of instruction of the final semester.
5. Have a GPA of 3.00 or higher.

In addition, candidates for graduation from the PAKS program must demonstrate a level of proficiency in Korean as described above.

All scholastic and financial obligations must be completed prior to graduation.

Intercultural Institute of California**CERTIFICATE
PROGRAM**

Certificate Program

GENERAL INFORMATION

Educational Philosophy

IIC fulfills its mission by emphasizing the practical application of knowledge and information gained in the classroom and empowerment through the use of this knowledge in the job market. IIC provides certificate courses, which provide the basis for practical success in an increasingly technical and multicultural society. Skills acquired at the IIC are immediately useful to the student because they are relevant to the needs of employers and will equip each graduate to successfully enter the workforce or advance in his or her career.

Objectives

- to recruit and retain highly qualified instructors who are effective in the classroom and familiar with current practices in the world of business and education;
- to present these programs in a manner that allows students in search of immediate skills training to enter the institute without a prolonged waiting period;
- to develop in students a professional attitude and an awareness of contemporary business practices and trends through practical course content and close contact with expert and experienced faculty; and
- graduate students who are competent in their chosen career skills.

Certificate Program

ACADEMIC CALENDAR 2010-2010

Session V 2010

Registration	October 9 –12
First Day of Instruction	October 12
<i>Columbus Day Holiday (No Class)</i>	October 12
<i>Thanksgiving Holiday (No Class)</i>	November 26-27
Last Day of Instruction	December 18

Session I 2011

Registration	December 15 – 18
First Day of Instruction	January 4
<i>Martin Luther King Holiday (No Class)</i>	January 18
<i>President's Day Holiday (No Class)</i>	February 15
Last Day of Instruction	March 12

Session II 2011

Registration	March 8 – 12
First Day of Instruction	March 15
Last Day of Instruction	May 21

Session III 2011

Registration	May 17 – 21
First Day of Instruction	May 24
Last Day of Instruction	July 30

Session IV 2011

Registration	July 27 – 31
First Day of Instruction	August 2
Last Day of Instruction	October 8

Note: After the designated last day to add/drop classes, students must have the instructor's approval to add/drop.

CERTIFICATE PROGRAMS

Course Schedules

A schedule of the courses to be offered each session in a given year is made available to students before the beginning of the term. A scheduled class may be dropped if fewer than five students enroll.

General Program Requirements

Upon finishing a program students will receive a "Certificate of Completion".

I. English as a Second Language (ESL) Program

Two ten-week sessions must be completed to earn a Certificate of Completion in the ESL Program or to advance one level. In order to achieve this, students must complete the core General English class at their level and take level-appropriate elective courses. Below is a list of courses offered in the ESL program:

Core Courses

1. General English

There are as many as 7 levels of General English offered in the mornings (General English Levels 1 – 7) and as many as 3 levels of General English offered in the evenings (General English Elementary, Intermediate and Advanced). In General English classes, students focus on learning new grammar structures and reviewing old ones within the context of the four main English skills -- speaking, listening, reading and writing. Class time will be divided between teacher lectures on grammar structure, practice of those structures within the different skill sets and engaging in other communicative activities to deepen language learning.

Elective Courses

1. TOEFL

--This class is a preparatory course for students wishing to take the TOEFL iBT standardized test. Students will learn strategies for tackling the TOEFL iBT and get hands-on experience with real examples that integrate speaking, reading, writing and listening in the characteristic style of the TOEFL iBT.

2. TOEIC

--This class is a preparatory course for students wishing to take the TOEIC standardized test. Students will learn test-taking strategies relevant to the TOEIC and be given plenty of practice in the types of questions commonly asked on the TOEIC.

3. Pronunciation & Conversation

--This is a class for students wishing to work on their pronunciation of American English, as well as their general speaking skills. Students will learn about distinctive features of English phonology, including phonemes and intonation, and gain practice in adopting them into their own English pronunciation. They will also get ample opportunity to practice their conversational English. The class is offered at both intermediate and advanced levels.

4. Slang & Idioms

--In this class, students will learn some common examples of English slang and idiomatic expression. The purpose of this course is to systematically expose students to particular expressions and have the students begin to adopt them into their own conversational English. This class is offered at both intermediate and advanced levels.

5. Movie Class

-- In this class, students will practice their listening, speaking and vocabulary skills in the context of movies. Students will get a chance to discuss interesting or controversial themes related to movies being shown in class, study vocabulary and idiomatic expressions that appear on film, and share their opinions about characters, setting and plot.

II. Korean Language and Culture Program

A total of 18 units through the Advanced level must be completed to earn a program certificate in Korean Language and Culture. (i.e. Students must earn certificates of completion for the Low Intermediate, High Intermediate, and Advanced level to earn the program certificate in Korean Language and Culture.)

For example: Three (3) units must be completed at the K30 level to earn an Advanced level certificate of completion. A program certificate cannot be earned by completing the Advanced level only.

NOTE: The Korean Language and Culture Program follow the **semester schedule** of the Master's Program in Korean Studies. Please see **page 9** of this Catalogue for the academic calendar of the Korean Language and Culture Program.

<u>Course Requirements</u>	Units
K10 Beginning Korean I, II	3, 3
K11 Advanced Beginning Korean I, II	3, 3
K20 Intermediate Korean I	3
<u>K30 Advanced Korean</u>	<u>3</u>
	18

IV. Course Descriptions

English as a Second Language (ESL) Program

Level 1 (Beginner)

--The English alphabet will be introduced; at the end of the courses students will be able to write names, addresses, make lists and fill in basic forms. Students will be able to complete job applications, construct sentences, paragraphs and compose email. This level emphasizes the grammar skills involved in writing short paragraphs and using basic cohesive devices such as conjunctions and pronouns.

Level 2 (Low Intermediate)

--This level introduces students to elementary-level and some lower intermediate-level grammar structures using a four-step approach: grammar in context, grammar presentation, focused practice and communication practice. Students are also given practice in the four major language skills: reading, writing, listening and speaking. Emphasis is placed on building an elementary understanding of form, meaning and use as students develop basic oral language skills in short conversations and discussions.

Level 3 (High Intermediate)

--This level targets intermediate grammar structures used at the sentence and sub-sentence level. The primary focus of communication is social functions, while the major skill focus is listening and speaking (although work on reading and writing occurs as well).

Level 4 (Low Advanced)

--Students will study spoken and written grammar in academic discourse settings, often in contexts that are conceptually more challenging and abstract. This level emphasizes consistent and appropriate language use, especially of those aspects of grammar needed in extended conversations and discussion, and in longer academic and personal writing.

Level 5 (Advanced)

--This level targets more complex grammar structures used at the level of discourse. The primary focus of communication is cohesion and coherence at the discourse level. The major skill

focus is reading and writing, although work on listening and speaking obviously continues as well.

Level 6 (High Advanced)

--This level focuses on written grammar for the purpose of academic writing. There is increased emphasis on meaning and use and on self-editing skills, on the assumption that high-advanced level students have mastered much of the basic structure of the language, but still need help in transferring this knowledge to more effective, concise and grammatically correct academic writing.

Level 7 (Proficiency)

--This level targets the most complex and advanced grammar structures used at the discourse level. The primary focus of communication is on academic and technical discourse. Again, while the major skill focus is reading and writing, work on listening and speaking continues as well.

Pronunciation & Conversation

--This is a class for students wishing to work on their pronunciation of American English, as well as their general speaking skills. Students will learn about distinctive features of English phonology, including phonemes and intonation, and gain practice in adopting them into their own English pronunciation. They will also get ample opportunity to practice their conversational English. The class is offered at both intermediate and advanced levels.

Slang & Idioms

--In this class, students will learn some common examples of English slang and idiomatic expression. The purpose of this course is to systematically expose students to particular expressions and have the students begin to adopt them into their own conversational English. This class is offered at both intermediate and advanced levels.

Movie Class

-- In this class, students will practice their listening, speaking and vocabulary skills in the context of movies. Students will get a chance to discuss interesting or controversial themes related to movies being shown in class, study vocabulary and idiomatic

English Language Examinations Preparation

The TOEFL iBT and TOEIC tests are internationally recognized in the English speaking world, highly regarded by companies for enrollment at colleges and universities in (and outside) the USA. IIC offers preparation courses for these examinations as part of an intensive course. Courses last 10 weeks, having 6-9 hours of study per week concentrating on active grammar input and language skills. In these courses you will study:

- Accuracy with grammatical structure
- Oral communication proficiency
- Functional structure
- Vocabulary extension
- Active study skills
- Exam skills needed to obtain a high TOEFL iBT or TOEIC score

TOEFL iBT(Test of English as a Foreign Language),

--This course is designed to significantly improve students' performance in all areas of the official internet-based TOEFL test. Students will gain a firm understanding and control of English structure through advanced vocabulary building, improving upon reading speed and listening accuracy. Composition, speaking and writing skills will be developed and improved upon.

TOEIC (Test of English for International Communication),

--This course is designed to significantly improve students' performance in all areas of TOEIC test. Students will gain a firm understanding and control of English communication, specifically geared toward the workplace, through advanced vocabulary building, improving upon reading speed and listening accuracy. Composition, speaking and writing skills will be developed and improved upon.

Korean Language and Culture Program

K10 Beginning Korean and Culture I

--This course assumes little or no previous knowledge of Korean, and as such, aims to train the students to acquire the fundamentals of the Korean language and culture and to be able

to function socially at a basic survival level. The course starts with the building blocks to study the Korean language and culture, such as the practice and mastery of Hangeul, the Korean alphabet, from the very beginning of the semester. Subsequently, the course emphasizes not only the acquisition of basic Korean sentential patterns and sound system but also the communicative application of frequently used language functions, such as exchanging greetings, giving their identity, asking directions and naming a number of familiar objects from their immediate environment, posing simple questions, and telling time and counting money.

K10 Beginning Korean and Culture II

Prerequisite: K10-I or equivalent

--As a continuation of Beginning Korean and Culture I, this course assumes some previous knowledge of Korean including the mastery of Hangeul, the Korean alphabet. Continuing to explore more basic Korean sentential patterns and attempt the communicative application of frequently used language functions, the course introduces a full range of the fundamentals of the Korean language and culture with which the students can function socially at a basic level, such as a limited number of irregular predicates, the past and future tenses, and honorifics and deferential speech styles. In an effort to simulate the contexts the target language is adequately used, culturally appropriate manners and culture-specific social information are also highlighted throughout the course.

K11 Advanced Beginning Korean and Culture I

Prerequisite: K10-II or equivalent

--As a continuation of Beginning Korean and Culture I and II, this course requires previous knowledge of basic Korean including the mastery of Hangeul, the Korean alphabet. The course expands the scope of learning and starts to explore grammatically complex structures and socially delicate situations beyond the basic sentential patterns and communicative functions introduced in Beginning Korean and Culture I and II. Accordingly, more irregular predicates, connectives, sentential transformations, and speech styles are introduced along with the various cultural contexts in which they are adequately used. Upon the completion of the course, students are able to manage successfully a number of uncomplicated communicative tasks in straightforward social situations, sustain conversations to a few

of the predictable topics, and express personal meaning by relying on learned phrases.

K11 Advanced Beginning Korean and Culture II

Prerequisite: K11-I or equivalent

--This course continues to explore grammatically complex structures and socially delicate situations introduced in Advanced Beginning Korean and Culture I. More irregular predicates, connectives, sentential transformations, and speech styles are introduced along with the various cultural contexts in which they are adequately used. Upon the completion of the course, students are able to handle successfully a limited number of uncomplicated communicative tasks in straightforward social situations, to sustain conversations limited to the concrete exchanges and predictable topics necessary in the target language culture, and express personal meaning by combining and recombining into short statements what they know and what they hear from their interlocutors. They are expected to manage topics relating to basic personal information covering, for example, self and family, some daily activities and personal preferences, as well as to some immediate needs, such as ordering food and making simple purchases.

K20 Intermediate Korean and Culture

Prerequisite: K11-II or equivalent

--These courses, continuations of the Advanced Beginning Korean and Culture classes, broadly expand the scope of learning. Students in each of these courses continue to study approximately forty new complex grammar points and six hundred new expressions along with the delicate cultural contexts they are adequately used. Both oral practices and writing exercises are equally highlighted. Upon the completion of the courses, students in K20 are expected to be able to handle successfully a variety of uncomplicated communicative tasks in straightforward social situations such as daily activities, interests and personal preferences, as well as food, shopping, travel and lodging; to ask a variety of questions when necessary to obtain simple information to satisfy basic needs, such as directions, prices and services; to express personal meaning by combining and recombining known elements and conversational input.

K30 Advanced Korean and Culture

Prerequisite: K20 or equivalent.

--These courses aim to achieve students' systematic understanding of high-intermediate to advanced Korean grammar and to promote active use of the language both in and out of class. Students are expected to be able to manage some free discussion on general topics on Korea and read some authentic materials related to current affairs. Reading short but challenging Korean texts is emphasized to contextualize the grammar, cultivate communicative competence, and enhance cultural awareness. Upon the completion of the courses, the students are able to participate actively in most informal and a limited number of formal conversations; to narrate and describe in all major time frames in paragraph length discourse; to handle appropriately the linguistic challenges presented by a complication or unexpected turn of events that occurs within the context of a routine situation or communicative task with which they are otherwise familiar.

ACADEMIC PERSONNEL

Faculty & Instructors

Master of Arts in Korean Studies Adjunct Faculty Teaching Korean as a Foreign Language (TKFL)

Sina Ghadirian	M.A. McGill, Concordia University
Vanessa Norton	M.F.A. University of Oregon
Clare You	M.A. University of California Berkeley
Junghee Park	Ph.D. University of California, Los Angeles
Grace Yoo	Ph.D. University of San Francisco
Min Sook Kim	Ph.D. University of Wisconsin-Milwaukee
Seung-Eun Chang	Ph.D. University of Texas

Professional Application of Korean Studies (PAKS)

Lenore Kim Blank	Ed.D. University of San Francisco
Sungdai Cho	Ph.D. Stanford University
Dae Hyun Chung	Ph.D. Pennsylvania State University
George De Vos	Ph.D. University of California Berkeley
Robert E. Fisher	Ph.D. University of Southern California
H.D. Kim Foreman	Ph.D. University of Wisconsin
Kai Hong	Ph.D. Massachusetts Institute of Technology
Hildi Kang	M.A. San Jose State University
Jae Bum Kim	Ph.D. Kyungpook National University (Visiting Scholar)
Dru Alfe Kim	M.F.A. San Francisco Art Institute
Eugene C. Kim	Ph.D. Western Reserve University
Kichung Kim	Ph.D. San Jose State University
Myung Mi Kim	M.A. The John Hopkins University
William Unsong Kim	Ph.D. University of Wisconsin
Won Kim	Ph.D. Northwestern University
Imsong Lee	Ph.D. Stanford University
Kyung Won Lee	M.S. University of Illinois
Susan K.H. Lee	J.D. University of California Berkeley
Warren Lee	D.Min S.F. Theological Seminary
Lewis Lancaster	Ph.D. University of California Berkeley
Lewis Rambo	Ph.D. University of Chicago
Kay Richards	M.A. University of California Berkeley
Steve Roddy	Ph.D. University of San Francisco

Korean Language and Culture Program

Eun Kyung Jung (Head Instructor)	
Jungmi Lee	M.A. Candidate, IIC
Hyodong Seo	M.A. Candidate, IIC
Eun Heon Son	M.A. Candidate, IIC
Kyungsook Seo	M.A. Candidate, IIC
Sang on Lee	M.A. Candidate, IIC

English as a Second Language (ESL) Program

Sina Gharidian (Head Instructor)	
Vanessa Norton	M.F.A. University of Oregon
Neal Jacunski	M.A. San Francisco State University
Ruth Crossman	B.A. Columbia University
Anhthy Ngyuyen	B.A. University of California, Berkeley
Robert Reckard	B.A. Grinnell College
Heather Swenddal	B.A. California State University, Sacramento

TUITION AND FEES

Master of Arts in Korean Studies

Non-refundable Application Fee	\$65.00
(Master Program Applicants only)	
Registration Fee (New students only)	\$70.00
Tuition per unit - MA students	\$325.00
Tuition per class – Auditing students	\$200.00

Korean Language and Culture Program

Registration Fee (New students only)	\$70.00
Tuition per unit	\$100.00

English as a Second Language (ESL) Program

Registration Fee (New students only)	\$110.00
Tuition per 4-week session (ESL)	
Resident and Non-residents	\$285.00
Tuition per 10-week session (ESL)	
Resident and Non-residents	\$680.00

Other Fees

Late Registration	\$30.00
Change of Course/ Withdrawal	\$20.00
Petition for Early/ Late Final	\$20.00
Petition for Leave of Absence	\$20.00
Petition for "I" Grade	\$20.00
Service Charge for Insufficient Funds	\$50.00
Transcript	\$10.00
Additional Copy	\$5.00
Graduation Fee	\$150.00

FEE PAYMENT METHODS AND PROCEDURES

The tuition and fees are due and payable at the time of registration. Cash, cashier's check, credit cards, money order or first-party personal check (California only and written for the exact amount owed) will be accepted as payment.

GOVERNANCE

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Administrator, IIC
Director, MA program

Sina Ghadirian
Head Instructor, English as a Second Language

Hannah Martin
Coordinator, English as a Second Language

Kyeong Ae Chang
Coordinator, Korean Language Program
Korean Studies Librarian, Wu-Jung Library

DIRECTIONS / MAP

Intercultural Institute of California(IIC)

