



EUCLID UNIVERSITY
SCHOOL OF DIPLOMACY AND INTERNATIONAL AFFAIRS
EUROSTATE UNIVERSITY INSTITUTE
SCHOOL OF BUSINESS AND ECONOMICS

**COURSE NAME: DIPLOMATIC PROTOCOL AND IMMUNITIES
INCLUDING DIPLOMATIC CORRESPONDENCE**

■ ■ PROCOLE ET IMMUNITES DIPLOMATIQUES

- ✓ **Credits: 2 US / 3 ECTS**
 - ✓ **Code: DIP-607**
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COURSE DESCRIPTION:

The first part of this course is based on the US State Department Protocol Handbook, complemented by the text book: *Protocol: The Complete Handbook of Diplomatic, Official and Social Usage*, by Mary Jane McCaffree, Pauline Innis.

Topics covered are:

- ☑ International Culture and Etiquette
- ☑ US Practice
- ☑ Common errors
- ☑ Dress Codes
- ☑ Receiving / Hosting in a diplomatic context

The second part of this course discusses the origins, intent and practical aspects of diplomatic immunity.

The primary text is the Vienna convention, complemented with up to date guidelines from a US perspective.

The third part is linked to the assignment: students / participants will review examples of diplomatic correspondence and draft 2 sample letters.

COURSE TEACHING OBJECTIVES:

The overall objectives of this course are:

- ☑ to understand the importance of protocol and etiquette
- ☑ to be able to understand and avoid social “red flags”
- ☑ to understand the meaning and limitations of diplomatic immunity
- ☑ to be able to write proper diplomatic correspondence.

COURSE STUDENT LEARNING OUTCOMES:

The student is able to:

- ☑ cite relevant articles of the Vienna conventions
- ☑ act in accordance with protocol and etiquette guidelines
- ☑ avoid social “red flags” and diplomatic “faux pas”
- ☑ understand and discuss the meaning and limitations of diplomatic immunity.

MAIN / REQUIRED TEXT(S):

Please ask instructor to updated EUCLID course-pack.

- *Protocol for the Modern Diplomat*
 - ☞ <http://www.state.gov/documents/organization/15742.pdf>
- *Protocol: The Complete Handbook of Diplomatic, Official and Social Usage*
by Mary Jane McCaffree, Pauline Innis
- *Legal Aspects of Diplomatic Immunity and Privileges*
 - ☞ <http://www.state.gov/m/ds/immunities/c9127.htm>
- *Diplomatic and Consular Immunities*
 - ☞ <http://www.state.gov/m/ds/immunities/c9118.htm>
- *What is diplomatic immunity?*
 - ☞ http://www.calea.org/newweb/newsletter/No73/what_is_diplomatic_immunity.htm
- *Sample of diplomatic correspondence in Modern Diplomacy (Barston – see DIP-401)*

☞ See DIP-401

SUPPLEMENTARY TEXTS OR RESOURCES:

Department of Foreign Affairs and Trade (Australia)

☞ http://www.dfat.gov.au/protocol/Protocol_Guidelines/

☞ http://en.wikipedia.org/wiki/Diplomatic_immunity

☞ <http://www.worldbank.org> (read About brochure)

REQUIRED ASSIGNMENTS TO COMPLETE COURSE:

Assignment 1:

This course requires the presentation of a 6-14 page paper on a theme of the student's choice, selected in consultation with the assigned tutor, based on the textbook(s). This paper must (1) comply with all LIT-101/ACA-401 guidelines (2) make at least 3 references to the textbook(s).

Assignment 2:

The student must create a multiple-choice or missing word quiz with 10 questions, based on the textbook(s). A sample is available at <http://www.euclid.int/syllabi/quiz.pdf>

Assignment 3:

Once the paper(s) and quiz have been submitted, this course is capped by an extensive oral examination and interactive interview with the assigned faculty.

Computation of Final Grade:

- ✓ 60% of the final grade is based on the paper and quiz
- ✓ 40% of the final grade is based on the final oral exam / closing interview.

STANDARD EUCLID GRADING SCALE:

- A+ 4.00
- A 4.00
- A- 3.84
- B+ 3.33
- B 3.00
- B- 2.67
- C+ 2.33
- C 2.00
- C- 1.67

Standardized Course Syllabus

- D+ 1.33
 - D 1.00
 - F 0.00
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