

2025



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study in **SOUTHERN CALIFORNIA**

the place to learn
English

Start your journey with us

»»» TODAY!



ESL Programs

POLY Languages Institute (POLY) offers three distinct English as a Second Language (ESL) programs: Intensive Plus, Intensive, and Non-Intensive. Each program differs in the number of courses you can take, with Long-Term Discount options available to encourage commitment to extended study. Learning a language is a journey that takes time, and our program structures reflect this philosophy. For detailed benefits, refer to the 'Tuition and Fees' section.

Our ESL curriculum is organized into series, allowing you to choose the number of courses that best fit your goals. Below are the tracks offered, each designed for comprehensive language development and specialization. For more information, please refer to the 'Course Descriptions' section.

Academic English Courses

Listening & Speaking: Levels 100 - 600

Reading & Writing: Levels 100 - 600

Test Preparation Courses

TOEFL Listening & Speaking: Level 600/700

TOEFL Reading & Writing: Level 600/700

Elective Courses

General English: Levels 100 - 600

Sample Schedules

Below are example schedules for each program, including total weekly study hours and tuition costs for a 4-week period:

Intensive Plus Program

(26 hours/week, 4-week tuition: \$1200)

ESL Course	Days	Time
AE Listening/Speaking	Mo - Th	9:00 – 10:50 am
AE Reading/Writing	Mo - Th	11:00 – 1:30 pm
General English	Mo - Th	2:30 – 4:20 pm

Intensive Program

(18 hours/week, 4-week tuition: \$880)

ESL Course	Days	Time
AE Listening/Speaking	Mo - Th	9:00 – 10:50 am
AE Reading/Writing	Mo - Th	11:00 – 1:30 pm

Part-Time Program

(8 hours/week, 4-week tuition: \$320, Not for F-1 students)

ESL Course	Days	Time
General English	Mo - Th	2:30 – 4:20 pm

Tuition and Fees

Application Fee

A non-refundable processing fee accompanies each application. The fee is \$150 for F-1 students and \$75 for other students.

Mailing and Handling Fee

There's a non-refundable mailing fee of \$80 for international delivery and \$40 for domestic. This fee covers the delivery of acceptance packets, refund checks, and other sensitive documents through a courier service with tracking. Additional surcharges apply for international shipments exceeding \$100.

Rebooking Fee

Changing your start date incurs a non-refundable processing fee of \$40, provided the new start date is within 6 months and requested within 60 days from the original date. This fee applies only if the Form I-20 has already been issued.

Tuition

Tuition for each course is based on the total class hours. Detailed information about the tuition for each course can be found in the 'Tuition by Course' section. To encourage prolonged study, we offer long-term discounts, which are fully outlined in the 'Tuition by Program' section. For information on tuition refunds, please refer to our Refund Policy.

Tuition Payment Schedules

The tuition due date varies depending on your situation. For continuing students, tuition is due one day prior to the commencement of each term. For new students, the tuition payment schedule is determined by your visa status and registration timeline:

If you already hold an F-1 visa or do not require one, tuition is due within 20 days before your scheduled start date, or at the time of registration, whichever is later.

If you are applying for an F-1 visa, tuition is due within 20 days of the start date or within 3 working days of receiving your visa approval, whichever comes later.

Tuition by Course

The published prices for each course are based on a 4-week period, taking into account holidays and finals days. Each instructional hour consists of 50 minutes of teaching and a 10-minute break.

Course	Instruction	Cost
Academic English (Listening/Speaking)	32 hours	\$400
Academic English (Reading/Writing)	40 hours	\$480
General English	32 hours	\$320
TOEFL Prep (Listening/Speaking)	32 hours	\$400
TOEFL Prep (Reading/Writing)	40 hours	\$480

Tuition by Program

Our ESL programs offer various course combinations, each with its own long-term discount for full upfront payments. Refer to the Sample Schedules for an overview. The following outlines the tuition and discounts available for different durations, from 4 to 48 weeks. Please note that the Part-Time Program is not suitable for F-1 students as they are required to take 18 or more hours of instruction per week.

Intensive Plus Program

(26 hours per week)

Weeks	Standard Tuition	Long-Term Discount	Tuition Due
4	\$1,200	\$0	\$1,200
8	\$2,400	\$192	\$2,208
12	\$3,600	\$324	\$3,276
16	\$4,800	\$480	\$4,320
20	\$6,000	\$660	\$5,340
24	\$7,200	\$864	\$6,336
28	\$8,400	\$1,092	\$7,308
32	\$9,600	\$1,344	\$8,256
36	\$10,800	\$1,620	\$9,180
40	\$12,000	\$1,920	\$10,080
44	\$13,200	\$2,244	\$10,956
48	\$14,400	\$2,592	\$11,808



Intensive Program

(18 hours per week)

Weeks	Standard Tuition	Long-Term Discount	Tuition Due
4	\$880	\$0	\$880
8	\$1,760	\$106	\$1,654
12	\$2,640	\$185	\$2,455
16	\$3,520	\$282	\$3,238
20	\$4,400	\$396	\$4,004
24	\$5,280	\$528	\$4,752
28	\$6,160	\$678	\$5,482
32	\$7,040	\$845	\$6,195
36	\$7,920	\$1,030	\$6,890
40	\$8,800	\$1,232	\$7,568
44	\$9,680	\$1,452	\$8,228
48	\$10,560	\$1,690	\$8,870

Part-time Program (Not for F-1 students)

(8 hours per week)

Weeks	Standard Tuition	Long-Term Discount	Tuition Due
4	\$320	\$0	\$320
8	\$640	\$26	\$614
12	\$960	\$48	\$912
16	\$1,280	\$77	\$1,203
20	\$1,600	\$112	\$1,488
24	\$1,920	\$154	\$1,766

Textbooks

The textbooks are generally used for an entire level (two terms or 8 weeks). The average cost of textbooks per level is \$50 for the Part-time Program, \$100 for the Intensive Program, and \$150 for the Intensive Plus Program.

*Tuition and fees are subject to change without prior notice.



Poly Calendar 2025

JANUARY						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jan 1: New Year's Day
 Jan 6 - Jan 30: Term 1
 *Jan 20: Martin L.K. Day

Jul 1 - Jul 28: Term 7
 Jul 4: Independence Day
 Jul 31 - Aug 27: Term 8

JULY						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Feb 3 - Feb 27: Term 2
 Feb 17: President's Day

AUGUST						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mar 4 - Mar 31: Term 3

Sep 2 - Sept 25: Term 9
 Sep 1: Labor Day
 Sep 29 - Oct 23: Term 10

SEPTEMBER						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

APRIL						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Apr 3 - Apr 30: Term 4

*Oct 13: Columbus Day
 Oct 28 - Nov 24: Term 11

OCTOBER						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May 5 - May 29: Term 5
 May 26: Memorial Day

*Nov 11: Veterans Day
 Nov 26 - Dec 23: Term 12
 Nov 27: Thanksgiving Day

NOVEMBER						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JUNE						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Jun 2 - Jun 26: Term 6
 *Jun 19: Juneteenth

Dec 25: Christmas Day

DECEMBER						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

The office hours are Monday - Friday, 8:30 am - 5:30 pm. The school is closed on Saturdays, Sundays, and the holidays. For the short(*) days, the office hours are 9:00 am - 4:00 pm.

Student Services

At POLY Languages Institute, our student advisors are committed to assisting with a broad range of services. They provide support with admissions, orientations, accommodation, health insurance, banking, transportation, and guidance on transferring to higher education institutions. Our advisors are available to enhance your academic success and can be reached in person at our physical center or online through the Virtual Office.

The Virtual Office (VO), accessible via Zoom video conferencing, offers extended office hours for convenient remote access to services. Operating Monday through Friday from 8:30 a.m. to 10:30 p.m. Pacific Time, it is your primary resource for assistance with admissions, purchasing books, and other service-related inquiries, ensuring you receive timely support for a seamless POLY experience.

For continuing students, the Virtual Language Lab (VLab) provides specialized academic support, focusing on make-up exams (subject to teacher approval), e-books, MyEnglishLab (MEL) by Pearson, and course-related issues. Managed by our faculty support team, the Language Lab is available online every Friday from 9:00 a.m. to 12:00 p.m. and 6:30 p.m. to 9:30 p.m. Pacific Time, dedicated to enhancing your academic progress at POLY.



New Student Orientation

Our New Student Orientation, conducted online via Zoom through the Virtual Office (VO), is a mandatory session for all new students at POLY Languages Institute. This essential orientation includes introductions to POLY staff and advisors, placement testing, class registration, and important guidance on student life. We advise all new students to complete this orientation 5 to 30 days before their start date, ensuring a well-informed and smooth transition into their studies at POLY.

Medical Insurance

All F-1 students and their dependents are required to purchase medical insurance before starting at POLY. You may choose your own insurance plan or opt for the International Student Protection (ISP) plan by J. Deutsch Associates, Inc. For more information about ISP, visit <https://coverage2u.com/> or call 1-877-738-5787. Assistance with obtaining medical insurance is available through our Virtual Office.

Housing Arrangement Service

POLY offers a homestay arrangement service for new students. To secure your accommodation in a timely manner, please request this service at least 30 days before your desired move-in date.

Homestay Features:

- Typically includes two meals per day (breakfast and dinner), a private room with a bed, a desk, and other amenities, varying with each host family.
- Host families are located within a 40-minute commute by public transportation from the POLY center.

We encourage you to visit or hold a video conference with potential host families to ensure a suitable match before moving in.

Fees and Payments:

- A non-refundable \$200 fee is required for the housing arrangement service.
- A \$400 security deposit is due at least 20 days before your scheduled move-in date. This deposit compensates the host family for reserving a place and is not refundable in case of cancellation.
- We recommend that students pay the rent only after obtaining their student visa.

Rental Rates:

- Monthly rental rates may vary slightly depending on the host family.

Estimated rates:

- With meals (Breakfast & Dinner): Approximately \$1,900/month.
- Without meals: Approximately \$1,500/month.

For additional information or assistance with the housing arrangement process, please visit our Virtual Office.

School Events

At POLY Languages Institute, we understand the importance of social interaction and cultural exploration for our students. While we aim to organize student events approximately every two months, please be aware that the frequency and nature of these events may vary, especially in light of recent public health concerns.

These events are opportunities for students to explore the local area, socialize, and build friendships. They are usually announced at least 10 days in advance. While we subsidize a portion of the event costs, there may be a fee for participants.

Please note that events are subject to change or cancellation based on various factors, including public health guidelines. Stay informed about upcoming events and any changes through announcements, our website, or by visiting our Virtual Office.

MyPOLY

MyPOLY, our web-based information system, offers personalized convenience for POLY students. It allows access to current and previous schedules, grades (unofficial transcript), payment history, and service requests. To use MyPOLY, ensure a valid email address is on your application form. Upon acceptance, a password will be emailed to you. Please check your spam or junk mail if you do not see the email. For guidance on using MyPOLY, visit our Virtual Office.

Student Recordkeeping

POLY permanently retains student transcripts and relevant records. These are accessible only to authorized personnel, or the student can request in writing to release them to specific individuals or entities. Additionally, students can access their records through MyPOLY (Student Web-based Information System) using their provided credentials.

Students have the right to challenge their grade and/or attendance records within 30 days of issue. POLY will respond within 10 days to correction requests. Records 10 or fewer days old will be reviewed based on instructor recollections and hard copies. Disputes over records older than 10 days, but less than 30 days, will be based solely on hard copies. For assistance, please visit our Virtual Office.

Transcripts and Certificates

POLY's official transcript, complete with our seal, provides a detailed record of a student's progress. It includes attendance percentage, midterm grade, final exam grade, and final course grades. Students can request their transcript at any time.

POLY offers two types of certificates for ESL program participants:

- **Certificate of Achievement:** Awarded to students who successfully complete (with a grade of C or better) RW 601, RW 602, LS 601, and LS 602. This certificate signifies proficiency in all four English language skills: Speaking, Listening, Reading, and Writing.
- **Certificate of Completion:** Issued to students who successfully complete (with a grade of C or better) at least one course from both a listening/speaking series and a reading/writing series. It indicates the highest levels completed in these series.

Computer Lab

Our computer lab is accessible to all active students, providing a supportive space for specific academic needs such as taking the English Proficiency Assessment Test and completing course finals. It's also available for personal use, especially useful for those who might need occasional access to a desktop environment or specific software. We prioritize the lab's use for academic purposes, but students are welcome to use it for personal tasks, subject to a 30-minute limit when others are waiting. This setup ensures fair access and maintains the lab as a beneficial resource for everyone's needs.

College or University Placements

At POLY, we facilitate smooth transitions into further education following the completion of our ESL program. Students who successfully complete our advanced Listening/Speaking and Reading/Writing courses (601 and 602) can leverage this achievement for admissions into various colleges and career schools. This means you can bypass the need for TOEFL or other standardized English proficiency tests at these institutions.

Our partnerships with a range of local colleges and universities offer diverse opportunities for continued education. Here are some of the colleges and universities where POLY graduates have found their next academic steps:

- California College of Music
- Cerritos College
- College of the Desert (Palm Springs)
- East Los Angeles College
- El Camino Community College
- Fullerton College
- Glendale Community College
- Los Angeles City College
- Los Angeles Film School
- Los Angeles Pierce College
- Los Angeles Trade - Tech Community College
- Marymount California University
- Orange Coast College
- Pasadena City College
- Saddleback College
- University of the West
- West Los Angeles College

Miscellaneous Services

We provide a variety of additional services to support your academic endeavors. These services include issuing student IDs, enrollment verifications, official transcripts, recommendation letters for colleges or universities with conditional acceptance agreements, and more. To utilize these services, please fill out the required form and include fees if applicable. For assistance or more information about these services, you can connect with our student advisors at the Virtual Office.

Director's Contact Line

For concerns or issues, we recommend initially seeking assistance through our Virtual Office. Our staff can often quickly resolve matters. If unresolved, escalate by filing a complaint via MyPOLY or in writing, detailing the issue, occurrence dates, and involved individuals.

We commit to promptly addressing your concerns, usually providing a resolution within 10 days. For anonymous complaints, exclude your name but ensure sufficient detail for effective resolution. Your feedback helps us maintain a supportive and responsive environment.

Program Outline

Program Overview

The ESL Program at our institution is designed to provide comprehensive language education aligned with international standards. Our curriculum is structured around the Common European Framework of Reference for Languages (CEFR), ensuring that students achieve recognizable benchmarks in language proficiency.

Overall Program Goals

- To Develop Comprehensive English Language Proficiency: Equip students with the linguistic skills necessary for fluency and accuracy in English, encompassing speaking, listening, reading, and writing.
- To Cultivate Academic and Professional Readiness: Prepare students for success in academic endeavors and professional careers through targeted English language instruction and practice.
- To Enhance Cultural and Intercultural Competency: Foster students' ability to navigate and thrive in diverse cultural and social contexts, enhancing their global awareness and communication skills.
- To Offer Specialized Language Pathways: Provide students with options to pursue specialized language training that aligns with their individual goals, such as everyday communication or test preparation.
- To Support Continuous Learning and Development: Encourage lifelong learning and self-improvement through structured English language programs that support ongoing development and mastery.

Program Objectives

1. Language Skills Acquisition: Ensure that students acquire a high level of proficiency in all four language skills — listening, speaking, reading, and writing — with a focus on integration and application in real-life situations.
2. Academic Excellence: Teach students how to effectively engage with academic materials, participate in classroom discussions, write scholarly papers, and comprehend complex texts.
3. Test Preparation: Provide rigorous training and strategies for students to excel in English proficiency exams, such as the TOEFL iBT, which are crucial for academic advancement and global opportunities.
4. Practical Communication: Enable students to communicate confidently and effectively in English within various settings, including travel, social interactions, and everyday tasks.
5. Cultural Adaptability: Cultivate an understanding of cultural nuances and social expectations in English-speaking contexts, allowing students to interact with cultural sensitivity and intelligence.
6. Progressive Learning Structure: Offer a curriculum that builds from foundational to advanced levels, allowing students to progress at a pace that matches their learning needs and goals.



Our Teaching Philosophy

At Poly Languages, we are deeply committed to empowering our students to communicate effectively and fluently in English, particularly in academic settings. Our approach integrates communicative skills with the demands of real-world academia, ensuring students are well-prepared for both higher education and the TOEFL examination.

Communicative Language Teaching (CLT) Approach

Central to our teaching methodology is the CLT approach, emphasizing interaction and student-centered learning. This approach ensures students actively use English in various contexts, whether it's academic discourse, or everyday conversations. Key features of our CLT approach include:

- Textbook-Centered Authenticity: Our curriculum is primarily rooted in textbooks, chosen for their authentic representation of language in academic contexts.
- Student-Centered Lessons: We emphasize dynamic, student-led learning through discussions, role-plays, group projects, and debates.
- Functional Language Use: Our teaching goes beyond grammar and vocabulary; we focus on language function in academic contexts.
- Error Correction in Context: We prioritize communicative competence, addressing errors within meaningful communication.

Structured Lesson Models: PPP & ESA

At Poly Languages, our lesson structure incorporates the Presentation, Practice, Production (PPP) and/or Engage, Study, Activate (ESA) models. These models guide the progression from learning new language concepts to actively applying them in real-world scenarios.

- Presentation (PPP) / Engage (ESA): This initial stage introduces new language concepts, setting the stage for deeper exploration.
- Practice (PPP) / Study (ESA): Here, students reinforce their understanding through structured activities, building upon the concepts introduced.
- Production (PPP) / Activate (ESA): The crucial phase of our teaching methodology. In this stage, students shift from passive learning to dynamic application. Activities such as role-playing, debates, group projects, and storytelling encourage authentic and practical language use. This phase is pivotal in transforming learners into confident communicators, enabling them to engage in real-world interactions using the language skills they have acquired.

Teaching Faculty Excellence

At Poly Languages, faculty with a TESOL degree are highly valued for their specialized expertise in English language instruction. Faculty members without a TESOL degree are required to have a bachelor's degree and a TESOL certificate or equivalent. Additionally, all faculty members must possess native or near-native fluency in English. They are dedicated to honing their skills in communicative language teaching (CLT) and are well-versed in either the PPP or ESA structured lesson model. This commitment to professional growth ensures high-quality, effective instruction, with the academic progress of our students as the key indicator of teaching success.



Assessment and Progression Policies

At POLY, we have a comprehensive framework for assessing student proficiency and guiding their academic journey. This section outlines our key policies:

- **Placement Test:** A two-tiered English Proficiency Assessment Test (EPAT) determines new students' placement within our curriculum, with alternative qualifications also considered.
- **Grading Policy:** Students' grades are determined through a combination of assessments, with specific criteria for passing each course.
- **Making Normal Progress:** This policy outlines the expectations for course repetition and progression, ensuring students make consistent and meaningful advancements in their language studies.

Placement Test

POLY utilizes the English Proficiency Assessment Test (EPAT) to accurately determine the English proficiency level of new students. This assessment comprises two exams:

- **EPAT I:** Determines placements between Levels 1 and 3.
- **EPAT II:** For students scoring Level 4 or higher on EPAT I, to determine placements between Levels 4 and 6.

Alternative qualifications, such as recent TOEIC, TOEFL, TOEFL iBT, or documented CEFR levels, are also accepted for placement purposes.

Students have the opportunity to appeal their placement by the 2nd day of the term. They may opt to move down a level autonomously, but advancing to a higher level requires either a retake of EPAT or recommendations from current teachers, subject to final administrative approval.

Grading Policy

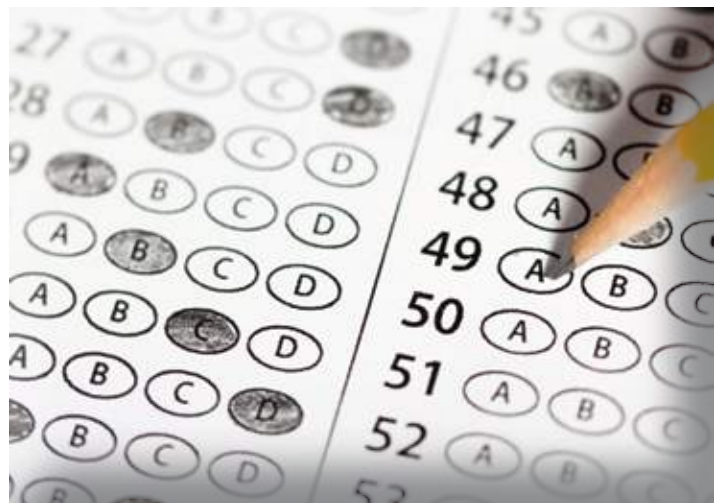
A student's final course grade is determined by a combination of various assessments, which may include exams, quizzes, assignments, and participation. To pass a course, students must achieve an overall grade of 70% or higher, equivalent to a "C" or better. Withdrawals from courses are marked as "W," which do not affect the student's grade point average.

Symbol	Point Value	Percentage	Definition
A	4: [3.5 – 4]	90 – 100%	Excellent
B	3: [3 – 3.4]	80 – 89%	Good
C	2: [2 – 2.9]	70 – 79%	Satisfactory
D	1: [1 – 1.9]	60 – 69%	Unsatisfactory
F	0: [0 – 0.9]	0 – 59%	Failing
W	N.A.	N.A.	Withdrawal

Making Normal Progress

In the ESL and TOEFL programs at POLY, students are encouraged to make normal progress by repeating a course only once. Exceptions are granted for true beginners in ESL Level 1 and students in ESL Level 6 and the TOEFL Prep courses, who may repeat their courses twice. It's important to note that students cannot move down a level once they have successfully completed it, nor can they skip a level unless they have official recommendation letters from their teachers. This policy is designed to ensure steady and consistent progress towards completing the language study programs.

At POLY, students are required to maintain an 80% attendance average and a minimum cumulative GPA of 2.0, as part of the commitment to the "Making Normal Progress" policy in ESL and TOEFL programs. Not achieving these standards leads to probation, and continued failure may result in suspension for up to two terms. For F-1 visa students, suspension due to either attendance or academic underperformance directly translates to SEVIS termination, emphasizing the critical importance of adhering to both attendance and GPA requirements for maintaining their visa status.



Curriculum Structure

CEFR Level Mapping

POLY's curriculum is closely aligned with the Common European Framework of Reference for Languages (CEFR), providing clear benchmarks for language proficiency. Below is a mapping of POLY levels to CEFR standards:

- Beginner 100 (0/A1): Basic ability to communicate and exchange information in a simple way. Example: Asking and answering simple questions on familiar topics.
- High Beginner 200 (A1): Ability to deal with simple, straightforward information and begin to express oneself in familiar contexts. Example: Introducing oneself and others, asking for and giving basic personal information.
- Low Intermediate 300 (A2): Capacity to deal with simple, routine tasks requiring a direct exchange of information. Example: Communicating in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities.
- Intermediate 400 (B1): Ability to express oneself in familiar contexts and deal with most situations likely to arise while traveling. Example: Producing simple connected text on familiar topics and describing experiences, events, dreams, and ambitions.
- High Intermediate 500 (B2): The ability to discuss various topics comprehensively and understand the main ideas of complex text. Example: Producing clear, detailed text on a wide range of subjects and explaining a viewpoint on a topical issue.
- Advanced 600/700 (C1/C2): Proficiency in using the language effectively for social, academic, and professional purposes. Example: Understanding a wide range of demanding, longer texts, and recognizing implicit meaning; expressing ideas fluently and spontaneously without much obvious searching for expressions.

Technology Requirements

For our ESL program, students are required to have a portable laptop or notebook computer. This device is essential for accessing our digital learning platform, which includes interactive exercises and e-textbooks, both in the classroom and at home. Additionally, having reliable internet access is crucial to fully participate in the program. This ensures seamless access to course materials, completion of assignments, and engagement in online activities. It's important for students to have both a mobile computing device and stable internet connectivity to succeed in our program.



Course Descriptions

Our courses are organized by series, with each level clearly defined by course titles, codes, goals, objectives, and outcomes. To advance, students must achieve a grade of "C" or higher in prerequisite courses, supporting a trajectory of continuous language development. The academic year is divided into 12 four-week terms, with each instructional hour comprising 50 minutes of teaching and a 10-minute break.

Overview of Curriculum Tracks and Levels

Our ESL curriculum offers distinct tracks designed for comprehensive language development and specialization:

Academic English Courses

- Listening & Speaking: Levels 100 - 600
- Reading & Writing: Levels 100 - 600

Elective Courses

- General English: Levels 100 - 600

Test Preparation Courses

- TOEFL Listening & Speaking: Level 600/700
- TOEFL Reading & Writing: Level 600/700



Academic English Courses

The Academic English Courses in our ESL program are designed to systematically raise students' language proficiency through six levels, from the foundational Level 100 to the advanced Level 600. Spanning two terms, each level offers an 8-week immersive educational experience. The curriculum is divided into two main series—Listening/Speaking and Reading/Writing—each honing distinct academic skill sets.

Listening/Speaking (LS) Series (Lecture: 64 hours per level or two 32-hour terms)

This series is specifically tailored to improve aural and oral competencies, commencing with essential communication skills and progressing to intricate academic discourse. Through level-specific thematic lessons, students enhance linguistic functions, vocabulary, grammar, and pronunciation, all essential for academic proficiency.

Level 100 - Beginner Listening/Speaking Course (LS 101 & 102)

Course Goals: Develop basic auditory and verbal communication skills for everyday contexts.

Course Objectives:

- Introduce basic conversational phrases and greetings.
- Practice listening for general understanding and specific information.
- Engage in simple dialogues and exchanges.

Student Learning Outcomes:

- Recognize and use familiar spoken phrases for basic needs.
- Participate in simple conversations, asking and answering questions about personal details.
- Understand clear, slow speech on familiar topics and follow short, simple spoken directions.

Prerequisite: None

Textbook: "Top Notch Fundamentals" (3rd Edition) by Joan Saslow and Allen Ascher

Level 200 - High Beginner Listening/Speaking Course (LS 201 & 202)

Course Goals: Enhance listening and speaking skills for more complex everyday interactions and social situations.

Course Objectives:

- Develop the ability to provide detailed descriptions of familiar places, such as hometowns.
- Expand practical language functions for making requests and discussing future plans.
- Improve conversational skills for socializing, such as accepting invitations and asking for help.

Student Learning Outcomes:

- Accurately describe familiar places with a richer vocabulary.
- Confidently engage in exchanges about future plans and social events.
- Navigate social interactions, such as accepting or declining invitations and making requests.

Prerequisite: LS 102, RW 202, or GE 202

Textbook: "NorthStar Listening and Speaking 1" by Frazier & Mills, Fifth Edition



Level 300 – Low Intermediate Listening/Speaking Course (LS 301 & LS 302)

Course Goals: Build upon listening and speaking abilities for practical everyday use and begin the transition to academic language.

Course Objectives:

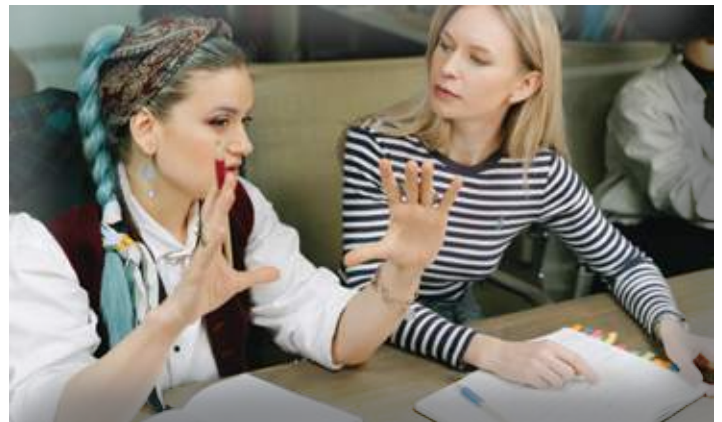
- Refine listening comprehension skills for main ideas and details in spoken English.
- Practice producing and identifying common rhythm patterns, intonations, and sounds in English speech.
- Apply language skills in making predictions, expressing opinions, and inferring meanings in various contexts.

Student Learning Outcomes:

- Accurately make and confirm predictions about spoken content.
- Identify main ideas and supporting details in conversations and lectures.
- Use conjunctions and target structures to express opinions and conjectures clearly.

Prerequisite: LS 202, RW 302, or GE 302.

Textbook: "NorthStar Listening and Speaking 2" by Frazier & Mills, Fifth Edition.



Level 400 – Intermediate Listening/Speaking Course (LS 401 & LS 402)

Course Goals: Further enhance listening and speaking skills for deeper engagement with academic content and more complex life situations.

Course Objectives:

- Strengthen the ability to discuss, narrate, and explain using more complex language structures.
- Expand listening skills to include understanding lectures and longer discourse.
- Develop clarity and precision in spoken English through practice with intonation, stress, and rhythm.

Student Learning Outcomes:

- Demonstrate improved ability to follow and analyze extended speech on academic topics.
- Express ideas and experiences with a range of vocabulary and grammatical structures.
- Participate effectively in discussions, giving clear explanations and reasoned arguments.

Prerequisite: LS 302, RW 402, or GE 402.

Textbook: "NorthStar Listening and Speaking 3" by Frazier & Mills, Fifth Edition.