CENTRAL TEXAS COLLEGE
SYLLABUS FOR DSLA 0318
ENGLISH FOR FOREIGN STUDENTS I (ESL)

Semester Hours Credit: 3
(Not Transferable)

INSTRUCTOR: _____

OFFICE HOURS: _____

I. INTRODUCTION

A. This course provides an integrated approach (speaking, listening, reading, and writing) to learning English for speakers of languages other than English. The purpose of this course is to develop and practice the basic communication skills needed to function in an English-speaking environment and in future course-work. Originally, this evening course was designed only for community students as an alternative to the daytime program; but it may be substituted for Speaking/Listening I or may be taken in addition to Listening/Speaking I for extra practice in listening, speaking, reading, or writing.

B. There is no prerequisite for this course; however, it is suggested that new students have some familiarity with English via high school or other adult education courses before beginning this course.

II. OVERALL OR GENERAL OBJECTIVES OF THE COURSE

Upon completion of this course, English for International Students I, you will be able to

A. Talk about yourself, your city and home, and make comparisons.

B. Describe your experiences.

C. Give instructions and advice.

D. Describe problems and suggest causes.

E. Describe events, movies, books, and people.

F. Improve upon individual pronunciation ability.

G. Write grammatically-created sentences.

H. Read sentences and short paragraphs.

III. INSTRUCTIONAL MATERIALS FOR STUDENTS

The instructional materials identified for this course are viewable through www.ctcd.edu/books

IV. COURSE REQUIREMENTS

A. Attendance: Unlike schools in other countries, CTC requires that you attend class. The CTC Catalog states that you may be administratively withdrawn from any class when your absences exceed a total of 4 class/ meetings in the spring and fall semesters and 3 class/meetings in the summer. The final decision rests with the instructor. Your instructor may choose to lower your grade or recommend disciplinary action for excessive tardiness.

B. Length of Class: Class begins on **August 25, 2014**. It ends on **December 10, 2014**. If you arrive late or leave early during the class period, it will count against you as an absence. It is your responsibility to know the dates and times of class and to be here. This is a lab class, but the lab has been included in the class hours. There is no lab time required outside of class.

C. Classroom Rules:

1. Participate in class activities.

2. Hand in all work on time. Late assignments will be reduced one letter grade each day they are late.

3. Be present for all examinations. Make up exams are at the discretion of the instructor. **All electronic devices such as cell phones and iPADs must be turned off and put away out of sight while student is taking a test.**

4. Speak only in English.

5. Keep a vocabulary/spelling notebook.

V. EXAMINATIONS

A. There will be three major exams given. Each exam will include grammar, vocabulary, reading, writing, listening and speaking.

1. Exam 1: Lessons 1-3
2. Exam 2: Lessons 4-6
3. Exam 3: Lessons 7-10

B. There will be a comprehensive final exam and at least one graded oral report.

C. The final exam will be on **December 10, 2014**. You are required to be here at that time. You may not take your exam early unless you are 1) being deployed overseas or 2) moving out of the area and not coming back. This is a departmental policy. Emergencies may be cleared with your instructor who will make arrangements for you to take your exam late.

VI. SEMESTER GRADE COMPUTATIONS

Exams 1-3	60%
Final Exam	20%
Oral Reports/Quizzes	10%
Class Participation	10%
Total	100%

The following grades will be assigned:

90-100	A	Superior
80-89	B	Above Average
70-79	C	Average
below 70	N	Needs to raise performance to acceptable level
	X or X(N)	Unacceptable performance due to poor attendance
	W	Withdrawal from course (by student)

VII. NOTES AND ADDITIONAL INSTRUCTIONS FROM COURSE INSTRUCTOR

A. Course Withdrawal: It is the student's responsibility to officially withdraw from a course if circumstances prevent attendance. Any student who must or desires to officially withdraw from a course after the first scheduled class meeting must file a Central Texas College Application for Withdrawal (CTC Form 59). The withdrawal form must be signed by the student.

CTC Form 59 will be accepted at any time prior to Friday of the 12th week of classes during the 16-week fall and spring semesters. The deadline for sessions of other lengths is:

10-week session	Friday of the 7th week
8-week session	Friday of the 6th week
6-week session	Friday of the 4th week
5-week session	Friday of the 3rd week

The equivalent date (75% of the semester) will be used for sessions of other lengths. The specific last day to withdraw is published each semester in the Schedule Bulletin.

A student who officially withdraws will be awarded the grade of "W" provided the student's attendance and academic performance are satisfactory at the time of official withdrawal. Students must file a withdrawal application with the College before they may be considered for withdrawal.

A student may not withdraw from a class for which the instructor has previously issued the student a grade of "N" or "XN" for nonattendance.

If you have been placed in a DSLA course due to THEA, TOEFL, or other college placement tests and you are taking other college-level courses, you will not be allowed to withdraw from the developmental course. Also, even though you may pass the THEA during the semester, you must remain in the developmental course for the remaining semester. If you withdraw under these conditions, the college may totally withdraw you from your program.

B. Administrative Withdrawal: An administrative withdrawal may be initiated when the student fails to meet College attendance requirements. The instructor will assign the appropriate grade on CTC Form 59 for submission to the registrar.

C. Incomplete Grade: The College catalog states, AAn incomplete grade may be given in those cases where the student has completed the majority of the coursework but, because of personal illness, death in the immediate family, or military orders, the student is unable to complete the requirements for a course . . . Prior approval from the instructor is required before the grade of "XN" for Incomplete is recorded.

D. Cellular Phones, Beepers, and Children: Cellular phones and beepers will be turned off while the student is in the classroom or laboratory. Children are not allowed to sit in class due to the liability issue.

E. Americans With Disabilities Act (ADA): The Disability Support Services Program provides services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability Support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Review the website at www.ctcd.edu/disability-support for further information. Reasonable accommodations will be given in accordance with federal and state laws through the DSS office.

F. Instructor Discretion: The instructor reserves the right of final decision in course requirements.

G. Civility: Individuals are expected to behave in the classroom with politeness, courtesy, and respect toward the instructor and other students in the room. Failure to act with civility can result in disciplinary action up to and including expulsion from CTC.

VIII. COURSE OUTLINE

A. Unit One: Chapters 1-3

1. Unit Objectives- Upon successful completion of this unit, you will be able to
   a. Greet people.
   b. Ask about occupations.
   c. Ask about locations.
   d. Talk about means of transportation.
   e. Talk about time.
   f. Talk about daily routines.
   g. Talk about habits.
   h. Ask about future plans.
   i. Talk about fear.
   j. Deny something.

2. Learning Activities

   a. Demonstration through written and taped dialogues
   b. Group discussion
   c. Pair and group practice
   d. Assignments made by the instructor

3. Equipment and Materials

   a. Language lab
   b. Tapes
   c. Workbook
   d. Handouts

4. Audio-Visual Aids:

   Cassette tapes and tape recorder

5. Unit Outline: Chapters 1-3

   a. Study units
   b. Read
   c. Pronounce
   d. Functions

B. Unit Two: Chapters 4-6

1. Unit Objectives- Upon successful completion of this unit, you will be able to:

   a. Talk about plans and intentions.
   b. Identify people.
   c. Talk about past activities.
   d. Describe an event.
   e. Describe something in the past.
   f. Ask for specific information in the past.

2. Learning Activities

   a. Demonstration through written and taped dialogues
   b. Group discussion
   c. Pair and group practice
   d. Assignments made by the instructor

3. Equipment and Materials

a. Language lab
b. Tapes
c. Workbook
d. Handouts

4. Audio-Visual Aids

Cassette tapes and tape recorder

5. Unit Outline- Chapters 4-6

a. Study units
b. Read
c. Pronounce
d. Functions

C. Unit Three: Chapters 7-10

1. Unit Objectives-Upon successful completion of this unit, you will be able to

a. Talk about past leisure activities.
b. Ask for and give specific information in the past.
c. Express attitudes.
d. Give opinions.
e. Apologize and make excuses.
f. Express sympathy.
g. Caution someone.

2. Learning Activities

a. Demonstration through written and taped dialogues
b. Group discussion
c. Pair and group practice
d. Assignments made by the instructor

3. Equipment and Materials

   a. Language lab
   b. Tapes
   c. Workbook
   d. Handouts

4. Audio-Visual Aids

   Cassette tapes and tape recorder

5. Unit Outline-Chapters 7-10

   a. Study units
   b. Read
   c. Pronounce
   d. Function