



## English as a Second Language Program

***Document Revision Date: August 6, 2019***

## **Program Purpose**

### **Program Length**

This program is a year long program, starting in May and ending in March.

### **Program Description**

This program is to prepare students for the Snow Sports Professional Program, the Sports Trainer Program and the Golf Athlete Development program. It is a program to improve English and bring students' up to an English skill of IELTS 4.0 or to a Cambridge B1 level.

### **Program Learning Outcomes**

1. Achieve an IELTS score of 4.0 or Cambridge B1 by completing A1 and A2 textbooks.
2. Create positive learning environments that reflect experiential education learning.
3. Display writing, reading, speaking, listening and communication skills in English.

## Course Overview

### Semester 1 (May-July)

9 weeks (5 days a week) x 4 hours per day

Hours Per Week: 20 Hours  
Total Semester Hours: 180 Hours

### Semester 2 (Aug-Sept)

9 weeks (5 days a week) x 4 hours per day

Hours Per Week: 20 Hours  
Total Semester Hours: 180 Hours

### Semester 3 (Nov-Jan)

9 weeks (5 days a week) x 4 hours per day

Hours Per Week: 20 Hours  
Total Semester Hours: 180 Hours

### Semester 4 (Feb-Mar)

8 weeks (5 days a week) x 4 hours per day

Hours Per Week: 20 Hours  
Total Semester Hours: 160 Hours

## Activities Schedule

### A1 Level

During semester 1, students will complete all units of the A1 textbook, Empower. The course will cover all units (1-12). Grading is based on unit tests, a final exam, participation and homework. Details on the course are in the course outline.

#### *Textbooks Required:*

*Cambridge English Empower A1 Starter Student's Book*

### A2 Level

Students will spend semesters 2-4 on completing the A2 level textbook. Semester 2 will cover units 1-8, semester 3 will cover units 9-14 and semester 4 will cover units 15 to 20. Grading is based on unit tests, final exams, participation and homework. Details on the course are in the course outline.

#### *Textbooks Required:*

*Cambridge English Objective Key*

### **\*Completion Requirement**

- Student must achieve a passing grade in all courses in order to complete the program.

## **Institutional Policies**

### **NON-COMPLETION POLICY**

#### **Retaking Exams, Quizzes and Tests:**

A student may retake a quiz/test/exam or resubmit an assignment up to a maximum of two times. All 'retake' exams, tests and/or quizzes will be awarded 60% on the student's official transcript.

#### **Retaking a Course:**

If a student fails to successfully pass a course after retaking/resubmitting quizzes/tests/assignments twice, the student has the option of retaking the course at a later date, at the student's own cost.

#### **Instructor's Special Permission:**

An instructor may permit a student to continue in their studies (despite not having met the required pre-requisites) for successive courses.

#### **Program Extensions:**

If necessary, the school will assist the student in extending their student visa (at the student's own cost) in order to re-take certain courses and fulfill requirements of the school's program.

### **GRADE APPEAL POLICY**

If a student is dissatisfied with a grade received and can provide evidence that a higher grade is warranted, he or she should discuss with his or her instructor. The instructor will reconsider the grade and, if warranted, assign a different grade.

If the student is not satisfied with the outcome of his or her appeal to the instructor, he or she should submit a written appeal to the Director of Studies.

The Director of Studies will obtain a copy of the assignment or test in question from the instructor and will have another instructor re-assess the test.

If the student achieves a higher grade on re-assessment, the higher grade will be assigned to the student. If the student achieves a lower grade on re-assessment, the original grade will be retained.

The grade will be considered final and cannot be appealed.

The decisions on the grade appeal will be provided to students within 30 school days of CSBA's receipt of the written appeal.