International Programs

Intensive English Institute • English for Special Purposes • Foreign Languages

Fall 2012

Explore the world with languages.
www.fau.edu/conted-pros
Join the Continuing Education and Professional Studies community of languages! There is no better way for you to communicate with people from other countries and to learn about their customs and cultures than to participate in one of our conversational language courses. If you are planning a vacation or taking a business trip to a foreign country, our courses can help you speak the language almost immediately.

The Intensive English Institute provides instruction in all areas of the English language for international students, scholars and professionals. You can learn English for business, a career or to prepare for study at an American university.

If you are a non-native speaker of English, our English for Special Purposes courses can help you acquire a good command of English to help you in your job or your personal life.

Browse through the fall course offerings for the ones that best fit your needs. Course information is also available on our website at www.fau.edu/conted-pros. If you have questions or wish to register, call our toll-free number at 1.800.228.5845. We are here to assist you.
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International Programs

Intensive English Institute

FAU’s Intensive English Institute provides instruction in all areas of the English language for international students, scholars and professionals. You can learn English for business, a career or to prepare yourself for study at an American university.

**Instruction in 6 Levels**

You are first tested and then placed into one of six levels—basic through advanced. Small classes are taught by highly qualified and experienced ESL instructors who provide a friendly and stimulating atmosphere. A special feature of this program is the use of computers in learning English as a Second Language. Classes are held Monday through Thursday from 9 a.m. to 3 p.m. and Friday from 9 a.m. to 12 noon. You will receive instruction in:

- listening comprehension
- grammar
- reading, writing and composition
- vocabulary development
- conversation
- multi-cultural understanding

If you are at an advanced level in English and wish to sharpen your language and study skills before entering a degree program at an American university, you should consider enrolling in the Bridge Program. You will develop solid skills in: understanding lectures and taking careful notes; test-taking, particularly answering essay-type questions; writing research papers; making effective class presentations; working on group projects; and using advanced grammar structures.

**Prerequisite:** You must meet one of the following criteria: Score at least 500 on the TOEFL, or 90 on the MICHIGAN test, or have successfully completed Level 5 in our Intensive English Institute.

The Form I-20 is available for non-immigrant students who need student visas.

**Field Trips**

Educational field trips give you an opportunity to learn about American culture and customs and to practice your English. You will join in sightseeing excursions to local attractions, festive parties, sports activities and cultural events to help you learn more about life and customs in America.

**Housing**

Various apartment complexes are within walking and bicycling distance of the campus. If you prefer to stay in a hotel until you find other accommodation, we have a special rate at University Inn, which is a hotel located about two miles from the campus. You can access the website for off-campus housing at www.fauoffcampus.com. You may register for free and then browse the listings.

**How to Apply**

For more information and an application form, contact Barbara Chapman at bchapman@fau.edu, call toll-free at 1-800-228-5845 or 561-297-0179, fax us at 561-297-3987 or write The Intensive English Institute, Florida Atlantic University, Continuing Education Hall, Bldg. 31D, Room 200, 777 Glades Road, Boca Raton, FL 33431.

**Fees**

Each 14-week session costs $3,575 and includes English conversation practice activities. A one time, non refundable application fee of $125 is required.

**Schedule**

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<thead>
<tr>
<th>Fall, 2012</th>
<th>September 10 – December 14</th>
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<tbody>
<tr>
<td>#IEI 091012</td>
<td>Orientation/Testing: September 10, 11 • 8:30 a.m.</td>
</tr>
<tr>
<td></td>
<td>No classes November 12 (Veterans Day - Observed)</td>
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<tr>
<td></td>
<td>No classes November 22, 23 (Thanksgiving Holiday)</td>
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<tr>
<td></td>
<td>No classes December 6, 7 (FAU Commencements)</td>
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<tr>
<th>Spring, 2013</th>
<th>January 2 – April 5</th>
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<tbody>
<tr>
<td>#IEI 010213</td>
<td>Orientation/Testing: January 2 • 8:30 a.m.</td>
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<tr>
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<td>No classes January 21 (M.L. King, Jr. Holiday)</td>
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<tr>
<th>Summer, 2013</th>
<th>April 15 – July 19</th>
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<tbody>
<tr>
<td>#IEI 041513</td>
<td>Orientation/Testing: April 15 • 8:30 a.m.</td>
</tr>
<tr>
<td></td>
<td>No classes May 2, 3 (FAU Commencements)</td>
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<td></td>
<td>No classes May 27 (Memorial Day)</td>
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<td></td>
<td>No classes July 4 (Independence Day)</td>
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**Intensive English Four-Week Summer Institute**

If you cannot spend a full semester studying English, you may wish to study in our Summer Institute. This four-week program is designed to improve your communication skills through different listening, speaking, reading and writing activities. Classes meet for four hours each day, Monday through Thursday, from 8:30 a.m. to 12:30 p.m. Field trips to special Florida locations are planned for some Fridays. A special feature of the program is the use of multimedia computer-aided instruction, which helps to reinforce your communication skills.

A one-time, non-refundable application fee of $50 is required for the four-week Summer Institute.

$965, 64 hours
Aug. 5 – 29, 2013
#IEIS 080513
**English for Special Purposes**

### ACCENT REDUCTION

If you are a non-native speaker of English with a good command of the language, this course will help you improve both your pronunciation and fluency. Gain greater proficiency in the sounds and the rhythm of American English speech. Included are: an intensive study of phonetics and audio recording sessions. **Class size is limited to 12.**

$330, 30 hours, 3.0 CEUs
10 Sat, Sept. 15 – Nov. 17
9 – 12:00 noon
Boca Raton Campus
#AR91512

### BUSINESS ENGLISH

If you are currently working in a business environment, this course can help you communicate more accurately and effectively. Intended for intermediate to advanced non-native speakers of English, the course focuses on good professional writing skills; correct English grammar usage and vocabulary in meetings and discussions. Instruction is interactive and dynamic and involves group work and audiovisual aids.

$370, 30 hours, 3.0 CEUs
12 Tues, Sept. 11 – Nov. 27
6:30 – 9 p.m.
Boca Raton Campus
#BE91112

### GRAMMAR FOR NON-NATIVE SPEAKERS

Learn the fundamentals of English grammar through a skills-development approach. Review problem areas, including the use of phrasal verbs, tenses, idioms and prepositions. Oral and written exercises will help you to feel more confident and fluent in using English. You will have opportunities to discuss specific grammar issues.

$240, 20 hours, 2.0 CEUs
8 Sat, Sept. 29 – Nov. 17
1 – 3:30 p.m.
Boca Raton Campus
#GNN92912

### IMPROVING YOUR CONVERSATION SKILLS

Learn to communicate more effectively in personal and professional settings. You will enhance your listening skills through in-class discussions and small-group exercises. The course gives you the tools to increase your interpersonal communication skills in a variety of contexts—from knowing how to conduct yourself on job interviews to expressing yourself professionally and communicating better with co-workers. You must be fluent in English to benefit from this course.

$240, 20 hours, 2.0 CEUs
8 Sat, Sept. 29 – Nov. 17
9 – 11:30 a.m.
Boca Raton Campus
#ICS92912
ENGLISH AS A SECOND LANGUAGE (INTERMEDIATE-ADVANCED)

Saturday Program
Take this program if you are a non-native speaker of English and wish to acquire a good command of English to improve your professional as well as your personal life.

The program includes:
• grammar, reading and writing comprehension, vocabulary, listening and speaking
• individualized attention
• extensive practice in reality-based conversations
• consultation with instructors
• weekly assessments
• practice of skills learned in the classroom
• interviewing people, and workbook and writing tasks

Prerequisite: at least intermediate-level proficiency in oral and written English.

$500, 48 hours, 4.8 CEUs
12 Sat, Sept. 15 – Dec. 8
(no class 11/24)
9 – 1 p.m.
Boca Raton Campus
#ESL–S91512

ENGLISH AS A SECOND LANGUAGE (BEGINNER-INTERMEDIATE)

Evening Program
If you want to improve your English skills, but have a work schedule that does not allow you to study full time, this program is the solution for you. Attend classes three evenings each week and study grammar, writing, vocabulary building and reading comprehension. This is a multi-level program in which you will improve your listening and speaking skills through extensive conversation practice.

$600, 62 hours, 6.2 CEUs
10 Tues, 10 Wed & 11 Thurs,
Sept. 13 – Nov. 29
(no class November 20, 21, 22)
7 – 9 p.m.
Boca Raton Campus
#ESL-E91312

Contact Continuing Education and Professional Studies about custom-designed training for your employees.

1.800.228.5845
561.297.3174
Barbara Chapman
bchapman@fau.edu
Marta Guevara
mguevara@fau.edu
Other Languages

■ MANDARIN CHINESE – LEVEL I

Develop basic conversational skills in Mandarin, the most popular language spoken in China. Learn the basic structural patterns using a vocabulary heard in everyday Chinese conversations. Gain an appreciation of Chinese culture and customs through class discussions and special assignments.

$160, 20 hours, 2.0 CEUs
10 Tues, Sept. 18 – Nov. 20
7:15 – 9:15 p.m.
Boca Raton Campus
#MC91812

*Instructor: Weina Luo, M.S., native speaker

■ MANDARIN CHINESE – LEVEL II

Improve your listening and speaking skills in Mandarin. Increase your vocabulary and participate in activities focusing on meaningful, realistic situations while practicing key grammatical structures. Gain more insight into Chinese language and culture in a supportive learning environment.

$160, 20 hours, 2.0 CEUs
10 Thurs, Sept. 20 – Nov. 29
(no class 11/22)
7:15 – 9:15 p.m.
Boca Raton Campus
#MC92012

*Instructor: Weina Luo, M.S., native speaker

■ CONVERSATIONAL FRENCH – LEVEL I

This beginning course should have you speaking French almost immediately. Build a working vocabulary of idioms, practical words and popular expressions. Learn to give personal information, tell time and order from a menu, and express likes and dislikes.

$160, 20 hours, 2.0 CEUs
10 Tues, Sept. 18 – Nov. 20
7:15 – 9:15 p.m.
Boca Raton Campus
#CF91812

*Instructor: Pierre Chanover, Ph.D., native speaker

■ CONVERSATIONAL FRENCH – LEVEL II

Build on your French language skills to increase your knowledge of vocabulary, idioms and verb tenses. Improve your conversational skills and learn about French culture at the same time.

$160, 20 hours, 2.0 CEUs
10 Wed, Sept. 19 – Nov. 28
(no class 11/21)
7:15 – 9:15 p.m.
Boca Raton Campus
#CF91912

*Instructor: Pierre Chanover, Ph.D., native speaker

■ CONVERSATIONAL FRENCH – LEVEL III

Increase your ability to speak French. You will learn to:

• expand your vocabulary and learn new tenses
• enhance your reading and oral proficiency by discussing a variety of topics in French
• learn valuable cultural information and French cuisine and haute couture

You must have completed Level II or comparable work to benefit from this course.

$160, 20 hours, 2.0 CEUs
10 Thurs, Sept. 20 – Nov. 29
(no class 11/22)
6 – 8 p.m.
Boca Raton Campus
#CF92012

*Instructor: Pierre Chanover, Ph.D., native speaker
■ CONVERSATIONAL ITALIAN – LEVEL I

Get to know the customs and culture of Italy and learn about Italian art and cuisine. Take this course if you:
- plan to travel to Italy
- need to learn the language for business
- want to learn just for fun

$160, 20 hours, 2.0 CEUs
10 Tues, Sept. 18 – Nov. 20
6 – 8 p.m.
Boca Raton Campus
#CI91812

*Instructor: Luisa Crosara, native speaker

■ CONVERSATIONAL PORTUGUESE – LEVEL I

Learn to communicate in Portuguese for personal, business, or travel-related reasons. At a basic level, you will be able to ask questions, give personal information, express likes and dislikes and order from a menu. Gain insight into the Brazilian-Portuguese culture and its influence on our local community.

$160, 20 hours, 2.0 CEUs
10 Wed, Sept. 19 – Nov. 28
(no class 11/21)
6 – 8 p.m.
Boca Raton Campus
#CP91912

*Instructor: Carmen DeFreitas, native speaker

■ CONVERSATIONAL ITALIAN – LEVEL II

Enhance your ability to converse in Italian. Expand your vocabulary and converse about personal preferences, weather conditions, shopping and different occupations. Learn to use tenses and complete grammatical structures.

$160, 20 hours, 2.0 CEUs
10 Thurs, Sept. 20 – Nov. 29
(no class 11/22)
6 – 8 p.m.
Boca Raton Campus
#CI92012

*Instructor: Luisa Crosara, native speaker

■ CONVERSATIONAL PORTUGUESE – LEVEL II

Double your vocabulary and learn to converse about personal needs and preferences, occupations, health and monetary issues, and shopping. Expand your knowledge of verb forms and learn to use the past tense and more complex sentence structures.

$160, 20 hours, 2.0 CEUs
10 Mon, Sept. 17 – Nov. 26
(no class 11/12)
6 – 8 p.m.
Boca Raton Campus
#CP91712

*Instructor: Carmen DeFreitas, native speaker
CONVERSATIONAL SPANISH – LEVEL I
Learn everyday Spanish words and phrases for practical communication. Professionals who deal with Spanish-speaking clientele will benefit from this popular introductory course.
$160, 20 hours, 2.0 CEUs
10 Mon, Sept. 17 – Nov. 26
(no class 11/12)
6 – 8 p.m.
Boca Raton Campus
#CS91712
*Instructor: Patricia Schonander, M.S.

CONVERSATIONAL SPANISH – LEVEL II
If you already have a basic knowledge of Spanish and wish to gain more fluency, this course provides you with conversational skills. Expand your understanding of sentence structure and grammatical rules while learning different aspects of Spanish culture.
$160, 20 hours, 2.0 CEUs
10 Wed, Sept. 19 – Nov. 28
(no class 11/21)
6 – 8 p.m.
Boca Raton Campus
#CS91912
*Instructor: Patricia Schonander, M.S.

CONVERSATIONAL SPANISH – LEVEL III
Master your conversational skills while learning more sophisticated tenses and grammatical structures. You will increase your reading and oral proficiency and learn valuable cultural information on customs, eating habits and way of life.
$160, 20 hours, 2.0 CEUs
10 Thurs, Sept. 20 – Nov. 29
(no class 11/22)
6 – 8 p.m.
Boca Raton Campus
#CS92012
*Instructor: Patricia Schonander, M.S.
To register by phone, call 1.800.228.5845 and use your Visa, MasterCard, Discover Card, American Express or company purchase order. Please have your credit card number and expiration date ready.

To register by mail, complete the form below and mail it to Florida Atlantic University, International Programs, Continuing Education Hall, Room 200, Boca Raton, FL 33431.

To register by fax, dial 561.297.3987 and fax the enrollment form below. Please be sure to fill out the form in its entirety.

To register in person, visit our offices at: Ely Meyerson Continuing Education Hall, Bldg. 31-D, Room 200, on the Boca Raton campus.

To register online, go to www.fau.edu/conted-pros.

Payment for courses* can be made by Visa, MasterCard, Discover Card, American Express, check, cash or company purchase order. Payment is due at the time of enrollment. Make checks payable to Florida Atlantic University. Cash payments (exact amounts only) must be made in person.

CEUs: Florida Atlantic University awards CEUs (Continuing Education Units) to participants in our courses. One CEU is awarded for each 10 hours of instruction.

Flexible registration: FAU offers continuous enrollment opportunities by telephone, mail, fax and in person, right up to the day your continuing education course begins.

Discounts: Receive a 10% team discount on selected courses when three or more people from one company enroll in the same non-credit course. We ask that you enroll at the same time and use one method of payment.

Cancellations: If you must cancel, please notify us by phone or fax at least 48 hours before the course begins. You will receive a full refund minus a $15 processing fee for each course. If less than 48 hours notice is given, you will be charged a $40 processing fee for each course. No cancellations will be accepted after a course begins. If you can’t come, send a friend! If a course is cancelled for any reason, you will receive a full refund.

Enrollment office hours: 8 a.m.-5 p.m., Monday-Friday. Please call our office at 1.800.228.5845 a minimum of 5 working days in advance of an event if a reasonable accommodation of a disability is needed.

Parking: All Continuing Education and Professional Studies students must display a valid parking permit authorized by Parking and Transportation Services at all times parked on all FAU campuses. Parking fees range from $2.00 per day for one day up to $76.90 depending on the length of the course. Please purchase your parking tag at our office prior your first class by calling 561.297.6278.

University Requirements of Student Behavior: All members of the university community are expected to respect and obey all regulations and policies of the University (all local, state and federal laws). They are expected to conduct themselves in a manner that exemplifies respect to others. Your registration indicates that you understand and agree with this policy.

Smoking can only be in designated areas. The NO SMOKING policy in other areas is strictly enforced. If you are a smoker, you should familiarize yourself with the locations of the designated areas.

Name ______________________________________ Address _________________________________________________________

City _____________________________________________________ State ____________ Zip ______________________________

SSN _____- _____ - _________ Home Phone (___) ___________________ Business Phone (___) _________________________

Company Name __________________________ Company Address ___________________________________________________

Email ________________________________________________ Cell Phone __________________________________________

COURSE NUMBER COURSE NAME DATE LOCATION FEE

☐ Cash (Exact Amount Only) _____________________________

☐ Check / Name on Check _________________________________

☐ Co. PO# _____________________________________________ (copy of P.O. REQUIRED)

Bill to the Attn. of _______________________________________

☐ MasterCard ☐ VISA ☐ Discover ☐ American Express ☐ Exp. ___ / _____

Credit Card #__________________________________________

Security Code# _________________________________________

Name on Credit Card____________________________________

FOR OFFICE USE ONLY

Agent __________________________ Date ________________ Registration Verification _________________

Source __________________________ Finance Verification _________________

CC# __________________________ Auth. # ______________ Finance Stamp _____________________________

*Fees collected from non-credit programs in this catalog are used to support the administration of the division and to pay for food items as appropriate.

Please feel free to copy this form and pass it along to your friends!