



## **Important Announcement for English Experience and Experience Plus Students Regarding Program Change in Spring 2018**

Dear inlingua TL<sup>2</sup> Students:

We are very excited to announce some important changes to the Intensive English Program in your inlingua center. We know that this change will enhance your learning experience at inlingua.

Starting on February 26, 2018, your center will offer a new program calendar and schedule. After months of reviewing student feedback, the inlingua English Experience/Experience Plus programs will transition to a four-day weekly schedule and include a mandatory one-week break each academic quarter.

### **What is new?**

1. A Monday-Thursday schedule each week
2. New daily class schedule
3. Make-up classes are on Friday to help F-1 students who miss hours during the week avoid an attendance violation
4. Mandatory break periods for all students instead of optional breaks for F-1 students

### **What is the same?**

1. inlingua's expert ESL instructors
2. inlingua course materials, method, and testing
3. Academic quarter start dates and end dates
4. Part time is still 16.5 hours each week
5. Full time is still 18 hours each week (required for F-1 students)

Please review these documents:

- 2018 Program Calendar (includes holidays and breaks)
- English Experience/English Experience Plus Program Summary
- Description of Program Courses and Proficiency Levels
- Daily Class Schedules

You will receive more information about these exciting changes soon.

Please do not hesitate to ask your center administration any questions.

inlingua Management



## TL<sup>2</sup> TRAVEL, LIVE, AND LEARN ENGLISH EXPERIENCE/EXPERIENCE PLUS 2018 PROGRAM CALENDAR

2018 PROGRAM SESSION DATES					
Term	Winter 2018	Spring 2018	Summer 2018	Autumn 2018	Winter 2019
Start Date	November 27, 2017	February 26, 2018	May 29, 2018	August 27, 2018	November 26, 2018
End Date	February 16, 2018	May 18, 2018	August 17, 2018	November 15, 2018	February 22, 2019

**START DATES AND AVAILABILITY**

The inlingua English Experience (Part Time) and English Experience Plus (Full Time) programs are available throughout the Year. You can begin your studies *on most Mondays throughout the year*. Morning or Evening courses are subject to availability by center location and level. Refer to daily class schedule for details.

2018 HOLIDAYS AND BREAK PERIODS (NO CLASSES SCHEDULED)			
New Year's Day	Monday, January 1, 2018	Labor Day	Monday, September 3, 2018
Martin Luther King Day	Monday, January 15, 2018	Autumn Break	October 8, 2018 – October 12, 2018
Spring Break	March 26, 2018 – March 30, 2018	Veteran's Day (observed)	Monday, November 12, 2018
Summer Break	July 2, 2018 – July 6, 2018	Winter Break (2019)	December 24, 2018 – January 4, 2019



## 2018 ENGLISH EXPERIENCE PLUS MAKE-UP CLASS CALENDAR AND SCHEDULE

### DESCRIPTION OF MAKE-UP CLASS PROGRAM FOR F-1 VISA STUDENTS

- ✓ **Students who fail to meet the program’s attendance requirement of 18 class hours per week are subject to termination from the program.** The TL<sup>2</sup> English Experience Plus Friday Make-Up Class Program is being provided to students *as an alternative to termination from the program*. This program has been established to help our students remain in the program.
- ✓ The **TL<sup>2</sup> English Experience Plus Make-Up Class Program** provides F-1 visa students who have one unexcused absence during the current week an opportunity to avoid an attendance violation and possible termination from the program by making up **missed hours**.
- ✓ F-1 visa students who have missed a class between Monday and Thursday of the current week **must report for the Friday make-up class or be subject to termination from the program.** The center director may remind students who have missed class that they should report for their make-up class, but it is the **student’s responsibility to attend on Friday morning if they have missed a day of class during the current week.**
  - To attend a make-up class session, students must confirm with the center administration by noon on the Thursday before.
- ✓ Friday make-up classes will be billed at the rate of **\$25.00 per make-up class**. Students must make payment to their center director when they arrive on Friday.
- ✓ Friday make-up classes will be conducted according to the schedule below for both morning and evening students.

### MAKE-UP CLASS SCHEDULE

Friday Class Time	Class Description
9:30 AM – 11:45 AM	Group Conversation Class at a Lower (1-2) and a Higher (3-5) Level
INLINGUA OFFERS MAKE-UP CLASSES TO HELP STUDENTS MEET THE PROGRAM’S ATTENDANCE REQUIREMENTS.	

### 2018 PROGRAM BREAK PERIODS

(NO MAKE-UP CLASSES WILL BE CONDUCTED ON THE BREAKS BELOW)

Spring Break	March 26, 2018 – March 30, 2018	Autumn Break	October 8, 2018 – October 12, 2018
Summer Break	July 2, 2018 – July 6, 2018	Winter Break (2019)	December 24, 2018 – January 4, 2019



## TL<sup>2</sup> GENERAL ENGLISH PROGRAMS PROGRAM CONTENT SUMMARY

### GROUP ENGLISH CLASSES • INTENSIVE ENGLISH PROGRAMS FOR INTERNATIONAL STUDENTS

Program Title	Total Program Hours per Week	Description and Student Visa Requirement
TL <sup>2</sup> English Experience	16.5 instructional hours	Intensive Group General English Program (non-F-1 visa compliant)
TL <sup>2</sup> English Experience Plus	18 instructional hours	Intensive Group General English Program (F-1-visa compliant)

### TL<sup>2</sup> ENGLISH LENGTH AND STRUCTURE OF PROGRAM BY TYPE OF ACTIVITY (PER WEEK)

F-1 VISA COMPLIANT PROGRAM		NON-F-1 VISA COMPLIANT PROGRAM	
Total hours per week	<b>18</b>		<b>16.5</b>
Weeks per academic quarter (term) *	<b>12</b>	Weeks per academic quarter (term) *	<b>12</b>
Teacher contact (hours per week)	<b>18</b>	Teacher contact (hours per week)	<b>16.5</b>
Language lab activities **	Open Access	Language lab activities **	Open Access
Educational field trips ***	varies	Educational field trips ***	varies
Social events ***	varies	Social events ***	varies
Testing ****	varies	Testing ****	varies
Orientation and placement testing	Please see notes.	Orientation and placement testing	Please see notes.

- \* Includes one week break period per quarter and occasional holidays. Please see full program calendar for complete details and specific dates.
- \*\* The Language Lab is available for student access before and after class during inlingua's regular office hours but does not comprise a formal part of the program. All instructional hours of inlingua TL<sup>2</sup> English programs involve teacher contact.
- \*\*\* Educational field trips and social events are scheduled on an occasional basis and may take place during or before/after scheduled class period. All educational field trips and social events involve teacher contact.
- \*\*\*\* Mid-term and final examinations are conducted during the mid-point and last week of each quarter, respectively, and take from 60 minutes to three hours, depending on the level and class size. Informal quizzes and tests are administered on an occasional basis but do not contribute to the final course grade. The final course grade is determined by final examination (please see course outline and *Student Handbook* for additional information on inlingua's course grading policies).

**Orientation and initial placement testing** are scheduled to take place on the first day of class for all new students. New student orientation takes approximately one hour and initial placement testing takes approximately two hours. Ongoing advising and support are provided to all students by the center director and/or assistant director as needed and outside of regular class sessions when possible.





## TL<sup>2</sup> TRAVEL, LIVE, AND LEARN ENGLISH EXPERIENCE/EXPERIENCE PLUS PROGRAM LEVELS

### INGLINGA GENERAL ENGLISH PROGRAMS: SEQUENCE OF LEVELS AND PROFICIENCY DESCRIPTION

Course Level	Proficiency Description	Course Length	This course is appropriate ...
TL <sup>2</sup> 1	Beginner	1 quarter (12 weeks/3 months)	For students who have no knowledge of English.
TL <sup>2</sup> 2	Low Intermediate	1 quarter (12 weeks/3 months)	For students who have completed level 1 or its equivalent.
TL <sup>2</sup> 3	High Intermediate	1 quarter (12 weeks/3 months)	For students who have completed level 2 or its equivalent.
TL <sup>2</sup> 4	Advanced	1 quarter (12 weeks/3 months)	For students who have completed level 3 or its equivalent.
TL <sup>2</sup> 5	Advanced Communication Skills	1 quarter (12 weeks/3 months)	For students who have completed level 4 or its equivalent.
TOEFL iBT	Advanced	2 quarters (24 weeks/6 months)	For students who have completed level 5 or its equivalent.

#### Notes

- In accordance with the guidelines set forth by **inlingua International**, the inlingua TL<sup>2</sup> English Experience and Experience Plus programs have adopted the sequence of levels described above. inlingua TL<sup>2</sup> English programs consist of 6 courses (including the Advanced TOEFL iBT course for students who have completed level 5) to meet the needs of students at all proficiency levels (from absolute beginners to advanced learners).
- All students in TL<sup>2</sup> Levels 1-4 must complete the inlingua *Progress Test*, an informal assessment, at the halfway point of the course in order to demonstrate satisfactory progress. At the end of each course (TL<sup>2</sup> 1-5), all students must complete and pass the inlingua *Achievement Test* and demonstrate oral proficiency within or above the target range for the level in order to advance to the next level in the program. Students who fail to attain a passing grade on the *Achievement Test* or oral proficiency assessment must repeat the course before advancing to the next level. See the *Student Handbook* for complete student progress policy at <http://inlingua-if.com/school-policies/> and applicable *TL<sup>2</sup> Curriculum* for course assessment details at <http://inlingua-if.com/student-information/>.
- **inlingua International** recommends that inlingua centers follow the level and proficiency guidelines established by the United States government (i.e., the ILR five level proficiency measurement framework) to guide learners from a beginning to advanced level of proficiency in spoken English. More information about the ILR language proficiency and assessment scheme can be found at <http://www.govtilr.org>.



## DAILY CLASS SCHEDULES MORNING

### ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS MONDAY – WEDNESDAY

9:00 AM – 11:15 AM	CONVERSATIONAL ENGLISH CLASS
11:15 AM – 11:35 AM	BREAK
11:35 AM – 1:50 PM	CONVERSATIONAL ENGLISH CLASS

### ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS THURSDAY

9:00 AM – 10:30 AM	SPECIAL TOPICS
10:30 AM – 10:40 AM	BREAK
10:40 AM – 12:10 PM	SPECIAL TOPICS
12:10 PM – 12:20 PM	BREAK
12:20 PM – 1:50 PM	WRITING WORKSHOP

**NOTE: ON MONDAY-WEDNESDAY, CLASS ENDS AT 1:50 PM FOR ALL STUDENTS.  
ON THURSDAY, CLASS ENDS AT 12:10 PM FOR ENGLISH EXPERIENCE STUDENTS (NON F-1 VISA).**

ALL PROGRAMS

ENGLISH EXPERIENCE PLUS (F-1 VISA STUDENTS)



## DAILY CLASS SCHEDULES MORNING TOEFL COURSES

### ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS MONDAY – WEDNESDAY

9:00 AM – 11:15 AM	ADVANCED LANGUAGE SKILLS
11:15 AM – 11:35 AM	BREAK
11:35 AM – 1:50 PM	ADVANCED LANGUAGE SKILLS

### ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS THURSDAY

9:00 AM – 10:30 AM	SPECIAL TOPICS
10:30 AM – 10:40 AM	BREAK
10:40 AM – 12:10 PM	SPECIAL TOPICS
12:10 PM – 12:20 PM	BREAK
12:20 PM – 1:50 PM	PRACTICE SESSION

**NOTE: ON MONDAY-WEDNESDAY, CLASS ENDS AT 1:50 PM FOR ALL STUDENTS.  
ON THURSDAY, CLASS ENDS AT 12:10 PM FOR ENGLISH EXPERIENCE STUDENTS (NON F-1 VISA).**

ALL PROGRAMS

ENGLISH EXPERIENCE PLUS (F-1 VISA STUDENTS)

The inlingua TL<sup>2</sup> English Experience and Experience Plus are intensive group ESL courses for students who need to improve their language skills for general, social, or academic purposes. The TOEFL iBT Program is available to TL<sup>2</sup> students who have successfully completed Level 5. This course is designed to help you build and polish your advanced English skills in order to achieve a successful score on the next-generation TOEFL iBT (internet-based test), which is a tool inlingua uses to assess your improvement in each skill area as a result of instruction.



## DAILY CLASS SCHEDULES EVENING

### ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS MONDAY – WEDNESDAY

5:00 PM – 7:15 PM	CONVERSATIONAL ENGLISH CLASS
7:15 PM – 7:30 PM	BREAK
7:30 PM – 9:45 PM	CONVERSATIONAL ENGLISH CLASS

### ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS THURSDAY

5:00 PM – 6:30 PM	SPECIAL TOPICS
6:30 PM – 6:40 PM	BREAK
6:40 PM – 8:10 PM	SPECIAL TOPICS
8:10 PM – 8:15 PM	BREAK
8:15 PM – 9:45 PM	WRITING WORKSHOP

**NOTE:** ON MONDAY-WEDNESDAY, CLASS ENDS AT 9:45 PM FOR ALL STUDENTS.  
ON THURSDAY, CLASS ENDS AT 8:10 PM FOR ENGLISH EXPERIENCE STUDENTS (NON F-1 VISA).

ALL PROGRAMS

ENGLISH EXPERIENCE PLUS (F-1 VISA STUDENTS)



**ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS  
MONDAY – WEDNESDAY**

<b>5:00 PM – 7:15 PM</b>	<b>ADVANCED LANGUAGE SKILLS</b>
<b>7:15 PM – 7:30 PM</b>	<b>BREAK</b>
<b>7:30 PM – 9:45 PM</b>	<b>ADVANCED LANGUAGE SKILLS</b>

**ENGLISH EXPERIENCE AND ENGLISH EXPERIENCE PLUS  
THURSDAY**

<b>5:00 PM – 6:30 PM</b>	<b>SPECIAL TOPICS</b>
<b>6:30 PM – 6:40 PM</b>	<b>BREAK</b>
<b>6:40 PM – 8:10 PM</b>	<b>SPECIAL TOPICS</b>
<b>8:10 PM – 8:15 PM</b>	<b>BREAK</b>
<b>8:15 PM – 9:45 PM</b>	<b>PRACTICE SESSION</b>

**NOTE: ON MONDAY-WEDNESDAY, CLASS ENDS AT 9:45 PM FOR ALL STUDENTS.  
ON THURSDAY, CLASS ENDS AT 8:10 PM FOR ENGLISH EXPERIENCE STUDENTS (NON F-1 VISA).**

**ALL PROGRAMS**

**ENGLISH EXPERIENCE PLUS (F-1 VISA STUDENTS)**

The inlingua TL<sup>2</sup> English Experience and Experience Plus are intensive group ESL courses for students who need to improve their language skills for general, social, or academic purposes. The TOEFL iBT Program is available to TL<sup>2</sup> students who have successfully completed Level 5. This course is designed to help you build and polish your advanced English skills in order to achieve a successful score on the next-generation TOEFL iBT (internet-based test), which is a tool inlingua uses to assess your improvement in each skill area as a result of instruction.