



CIESOL ONLINE LEARNING PROGRAM

3-WEEK INTENSIVE ONLINE ESOL COURSES

Introduction

The Internet and its burgeoning applications continue to enfold more and more cities and individuals into a single international village, the *lingua franca* of which is English. The Center for International English for Speakers of Other Languages (CIESOL, pronounced “see-sol”) is envisioned to be a leading provider of ESOL training to the members of this global village.

CIESOL draws upon the strengths of its mother unit, the Br. Andrew Gonzalez FSC College of Education (BAGCED), the academic departments of which conduct innovative research in English language education, applied linguistics, educational psychology, educational technology, and educational leadership, among others. CIESOL in turn plays a major role in the internationalization of BAGCED. BAGCED is one of the colleges of De La Salle University (DLSU), which is the only private university in the Philippines that is in the Times Higher Education’s World Ranking of Universities.

CIESOL provides unparalleled, cost-effective ESOL training and related services at the beginner, intermediate, and advanced levels to groups as well as individuals, especially those who belong to ASEAN+3 universities or other institutions that have memorandums of understanding or agreement with DLSU/BAGCED.

Providing the above services are highly qualified teachers who have graduate degrees in language education or related fields, as well as Teaching English to Speakers of Other Languages (TESOL) certification, in addition to TESOL experience.

The COVID-19 pandemic has forced schools and universities around the world to shift abruptly from in-person to online learning. This proposal provides information on a three-week intensive online ESOL program at CIESOL. This program will comprise 30 hours of interactive and engaging online classes based on individual, pair, and/or small group activities. At the completion of this program, the participant’s ability and confidence in communicating in English in social situations will have greatly improved. Deserving participants will be awarded a certificate and progress report at the end of the program.



Program Summary Overview

Commencement date:	Second Monday of the month (or as specified in the CIESOL calendar)
Course duration:	3 weeks x 2 hours x 5 days = 30 hours per course

Entry Requirements: Placement Test/s and Initial Interview

The minimum age of online participants is 18 years. To ascertain their level of English language ability, all students are required to undertake an online placement test (depending on which ESL course/s they intend to enroll in):

- English Grammar – 30 minutes
- Reading Comprehension and Vocabulary Development – 45 minutes
- Writing – 60 minutes /1 hour

A student may enroll in a minimum of one (1) and a maximum of three (3) online ESOL course/s per month.

After obtaining the placement test results, all students undergo an initial interview (via FB Messenger or Zoom) to assess what level of instruction needs to be provided:

- Speaking/Pronunciation – 15 to 20 minutes

The online placement test and initial interview results will be used to ensure that all students are placed in the correct ESOL level.

Program Aims and Outcomes

This three-week intensive online ESOL program is designed to increase the overall English language proficiency of the students. They are placed into the most appropriate non-academic course according to eight classification levels, namely: Beginner, Elementary, Pre-Intermediate, Low Intermediate, Intermediate, Upper Intermediate, Advanced, and Proficient.

Program Structure and Content

CIESOL offers a range of intensive online non-academic ESOL courses with focus on both macro skills (listening, speaking, reading, and writing) and micro skills (grammar, vocabulary, and pronunciation) for academic, personal, or professional development. Detailed description of the following short non-academic courses can be found on the CIESOL website (<https://www.dlsu.edu.ph/colleges/bagced/ciesol/>).



General English for Speakers of Other Languages (ESOL) Courses

- Conversation English (Levels 1 to 8)
- English Grammar (Levels 1 to 6)
- English Pronunciation (Levels 1 to 3)
- Reading Comprehension and Vocabulary Development (Levels 1 to 6)
- Writing Skills (Levels 1 to 3)
- Pre-Grad (Levels 1 to 3)
- Basic Business English
- Technical Writing

English for Specific Purposes (ESP) and Advanced ESOL Courses

- Advanced Conversational English
- Advanced Technical Writing
- Comprehensive English Grammar/English Proficiency for Professionals
- Grammar in Writing/Effective Writing for Professionals
- Oral/Speech Communication

Class Size (Number of Students per Class)

A regular class has a minimum of four (4) and a maximum of seven (7) students.

A special class has a minimum of two (2) and a maximum of three (3) students.

Beginners (those students who cannot speak or can barely understand English) are advised to take 1-to-1 tutorials for the following reasons:

- The student has the undivided attention of the tutor, with no distractions; and
- Lessons can be tailored to suit the student's needs and learning speed.

Class Schedule

CIESOL courses run for three (3) weeks with 2-hour session per day for five days in a week for a total of 30 hours per month (3 weeks x 2 hours x 5 days = 30 hours). Regular class days are from Monday to Friday, and the time slots for the standard class schedules are as follows:

- 8:00 to 10:00 AM
- 10:15 AM to 12:15 PM
- 1:15 to 3:15 PM

Tutorial (1-to-1) classes may be offered outside of the regular time slots and are subject to teacher availability.



Enrollment Requirements and Procedure

1. Fill-out the **Student Information Sheet** via Google Forms.
2. Provide all the necessary information and submit the following via email:
 - 2x2 ID picture
 - Scanned copy of Passport biopage (the page with biographical data, such as: name, date of birth, passport number, expiration date, etc.) for verification purposes
3. Complete/take an online placement test (depending on which ESOL course/s the student intends to enroll in).
4. Undergo an initial interview (via FB Messenger or Zoom) to assess the appropriate level of instruction to be provided.
5. Wait for the Statement of Account to be prepared and sent by the CIESOL Administrative Staff through email.
6. Email/send a copy of the proof of transfer payment through email.
7. Wait for a scanned copy of the Official Receipt to be issued upon confirmation of the payment at the DLSU Accounting Office.

CIESOL 2021 Calendar (Tentative / Subject to change)

ENROLMENT DATES		CLASS DAYS	
December 7 – 18, 2020		January 11 – 29	
January 18 – 29		February 8 – 26 (w/ 2 Saturdays)	
February 15 – 26		March 8 – 26	
March 15 – 26		April 12 – 30	
April 19 – 30		May 10 – 31	
May 17 – 28		June 7 – 28	
June 14 – 25		July 5 – 26	
July 12 – 23		August 2 – 20	
August 16 – 27		September 6 – 24	
September 13 – 24		October 4 – 22	
October 18 – 29		November 8 – 26	
November 8 – 19		December 1 – 21	
HOLIDAYS			
January 1 (Fri)	- New Year's Day	June 12 (Sat)	- Independence Day
February 12 (Fri)	- Chinese New Year	June 24 (Thurs)	- Manila Day
February 25 (Thurs)	- EDSA Revolution Anniversary	July 20 (Tues)	- Eidul Adha
March 31 (Wed)	- Holy Wednesday	August 21 (Sat)	- Ninoy Aquino Day
April 1 (Thurs)	- Holy Thursday	August 30 (Mon)	- National Heroes Day
April 2 (Fri)	- Good Friday	November 1 (Mon)	- All Saints' Day
April 3 (Sat)	- Black Saturday	November 30 (Tues)	- Bonifacio Day
April 9 (Fri)	- Araw ng Kagitingan	December 8 (Wed)	- Feast of Immaculate Conception
May 1 (Sat)	- Labor Day	December 25 (Sat)	- Christmas Day
May 13 (Thurs)	- Eidul Fitr	December 30 (Thurs)	- Rizal Day



IMPORTANT:

Online registrations are accepted on a first-come, first-served basis. Enrollees for regular classes will no longer be accepted after the scheduled enrolment days. Only those enrolling for tutorials (1-to-1) or special classes will be entertained by the CIESOL Office after the scheduled enrollment days.

Advantages of Taking CIESOL Courses Online

1. Flexibility. Students have the freedom to juggle their studies and other commitments because they are not tied down to a fixed location.
2. Reduced Costs. Students can save a considerable amount of money (i.e., no need to purchase plane tickets, apply for Special Study Permit and ACR I-Card, as well as pay for board and lodging expenses).

Price Quotation

The following quotation per participant is based on the assumption that students are coming from DLSU/CIESOL partner institutions. All prices are shown in Philippine pesos.

With 25% Tuition Discount for Institutional Partners	Tutorial (1-to-1)	Special (2 to 3 Students)
Course fee (30-hour Class)	PHP 21,375	PHP 11,250
AnimoSpace fee	700	700
Registration fee	400	400
Assessment fee	200	200
TOTAL	PHP 22,675	PHP 12,550

With 25% Tuition Discount for Institutional Partners	Regular Class (4 to 7 Students)		
	1 Class Only	2 Classes	3 Classes
Course fee (30-hour Class)	PHP 8,550	PHP 17,100	PHP 25,650
AnimoSpace fee	700	700	700
Registration fee	400	400	400
Assessment fee	200	200	200
TOTAL	PHP 9,850	PHP 18,400	PHP 26,950

Note:

Tuition is determined by the number of online credit hours. Since the exchange rate in the money market constantly changes, the conversion from Philippine Pesos (PHP) to US Dollars (USD) will be computed on the payment date and reflected in the Statement of Account.



Payment

Tuition and other fees can be paid immediately upon registration. Payment may be made by bank transfer and must be received in full no later than ten calendar days before the start of classes.

Bank Details:

United Coconut Planters Bank (UCPB)

P. Ocampo Branch

Account Name: De La Salle University, Inc.

Peso: 1201147119

Dollar: 011203000358

Swiftcode: UCPBPHMM

Certificate of Completion

All participants are expected to attend online classes beginning the first day of instruction. Those who meet the minimum attendance requirement (80% = 24 hours) will be awarded a Certificate of Completion and a progress report at the end of the program.

Perfect (100%) attendance in online classes is highly encouraged.

Certificates cannot be issued for the following reasons:

- If the student has incurred more than three (3) unexcused (without prior approval from your teacher/tutor) absences (20% = 6 hours); and/or
- If enrollment requirements have not been completed.

Contact Details

Please do not hesitate to contact the following point persons for any further information:

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