



ELD IELTS-002 2015F Course Outline

September 8 – December 18, 2015

Time: 10:00 am – 1:50 pm
Room: Portable A, Room 101 Tu, Th

Instructor: Sandra Christensen
Office: CBA 141A
Office Hours: 12:30 – 2:30 Tu & Th; or by appointment

Phone: 250- 370-4973
Email: ChristensenS@camosun.bc.ca

Books and Materials

1. *Focus on IELTS*, by Sue O'Connell (Pearson)
2. *Longman Exam Dictionary (Optional)*
3. Headset with Microphone – NO USB CONNECTION
4. A three-ring binder and loose-leaf paper

Course Description

This course prepares intermediate and advanced level non-native speakers for the IELTS Exam, which is an internationally recognized as a preferred English Language requirement for educational, professional and immigration related purposes. Students will develop and practice test-taking strategies and the language skills of reading, writing, listening and speaking that will be encountered in the IELTS Exam. This course will give students:

- a good understanding of the IELTS test format
- practice in the 4 parts (Listening, Reading, Writing and Speaking) of the test
- a full mock (practice) test under exam conditions
- individual feedback

In addition to the class hours, 2 computer lab hours each week will be provided for students to work **independently** on IELTS preparation exercises assigned by the instructor.

Please bring your textbook and headsets to every class. If you plan to be absent, contact your instructor by voicemail or e-mail before class.



**ELD Department
Progress and Attendance Policy
ELD 032-064**

Students are responsible for

- Being on time for and attending classes regularly (see “Attendance” below)
- speaking English in class
- participating in discussions and group activities
- doing assigned homework and in-class work
- contributing to a positive learning environment
- turning off cell phones – zero tolerance for cell phone use!
- **going to the Help Center for extra help.**

All students are strongly encouraged to attend **Help Center workshops**. These workshops are included as part of the funding for those students who have received funding.

Attendance

Students are expected to attend class every day, participate in class discussions and group activities, complete assignments, and attend Help Centre.

If you are absent, you must email or leave a message with your teacher(s).

<http://camosun.ca/learn/calendar/current/pdf/admission.pdf> (p.23)

It is each student’s responsibility to attend the first class meeting of each course. If a student does not attend the first class and does not contact the instructor, an ELDD instructional assistant or an international education advisor within two working days following the first class with a satisfactory explanation, admittance to the course may be denied.

If a student does not attend classes and does not officially withdraw (via Camlink or Student Services) prior to fee deadlines, he or she will be required to pay all outstanding fees, will receive no further service until the fees are paid and may receive an IP grade.

**If you cannot come the day of a test, you MUST phone or email the instructor
BEFORE the beginning of the class.**

Makeup tests will only be considered with a valid excuse and with sufficient notification.

During the term, if a student misses one week of class(es) without official documentation, s/he will first with the instructor to resolve the problem. If no resolution can be made, then the student will meet with the Chair of the department who may recommend the following:

- **attend Help Center**
- counseling
- program changes
- withdrawal
- discussion with an academic or an International Student Advisor (where appropriate)

At the end of term, if a student has missed 50% of class after having received departmental support, a letter will be sent to the student’s local and permanent address regarding his or her absence in the course. A student with an attendance problem may not be allowed to register for the following term.

Students in any level who are receiving funding for their courses are expected to attend classes regularly. If the student is unable to attend classes, s/he is expected to contact his/her instructor(s) or an ELD instructional assistant. Alternatively, official documentation is expected.

GRADING POLICY:

To complete **052** a student must get a mark of **S** (satisfactory) on the Learning Outcomes in each skill area (reading, and writing listed on Page 1 above). At the end of the term, the student will receive a grade based on the Competency Grading System below.

Competency Based Grading System

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

| Grade | Description |
|-------|---|
| COM | The student has met the goals, criteria, or competencies established for this course, practicum or field placement. |
| NC | The student has not met the goals, criteria, or competencies established for this course, practicum or field placement. |

ACADEMIC PROGRESS POLICY

Progress

If a full-time student in both 052 and 054 (20 hours + 5 hours of lab per week) does not progress in the first attempt of a level, s/he will talk with the instructor to find ways for the student to succeed. This may include counseling, getting help from the learning skills centre, a different program or institution.

If the full-time student does not progress in the second attempt at the same level, s/he may be put on probation for the following term.

You must meet the prerequisites of the next level to proceed.

You must progress in both your speaking and listening and reading and writing classes.

*Part-time students (12-15 hours per week) may require two or more semesters to complete a level.

There is an Academic Progress Policy designed to enhance a learner's likelihood of success. Students should become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.

<http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.1.pdf>