

Hagerstown Community College Adult Education
English as a Second Language Class
Course Guideline

COURSE: **ADB 215 ESL Advanced/Civics** **0 Credits**

SESSION/YEAR: **This information to be completed by Instructor**

INSTRUCTOR: **This information to be completed by Instructor**

CLASS DESCRIPTION:

This is a higher level ESL course for students whose English allows them to function in most day-to-day situations, yet they may have trouble understanding more complicated situations. The course includes reading, writing, speaking, and listening. Students in this level will concentrate on more advanced skills in such areas as using the telephone, filling out job applications and medical forms, and communicating in different social situations. There is a focus in this course on **civics and citizenship**. Other topics to be covered in this program include, but are not restricted to, the following: Communications/media, Transportation, Education, Housing, Nutrition, Shopping, Leisure, Employment, Health, Financial, and Civics/Citizenship. Within the above framework, and in addition to it, the following aspects of the English language will be incorporated: Vocabulary, Idioms, Pronunciation, Grammar, Paragraph Writing, and Conversation. The course prepares students to transition to secondary ESL classes. Students are encouraged to attend the Learning Support Center (LSC) for additional instruction and practice exercises.

TEXTBOOK:

Supplemental handouts and computer activities will be included in the course.

STUDENT LEARNING OUTCOMES:

Upon successful completion of this course students will be able to:

Organize thoughts, provide information, and monitor communication in a conversation on a variety of day-to-day subjects with firm control of basic grammar, and are able to express thoughts creatively.

Comprehend conversations on day-to-day subjects that are supported by repeating, restating, and adjusting rate of speech and can incorporate information from listening with prior knowledge.

Read narrative prose and descriptive essays if the topic or context is familiar and analyze the meaning or purpose. Learners can use appropriate reading strategies, context clues, and inference skills with familiar materials.

Produce and edit descriptive and narrative paragraphs using basic punctuation and basic grammar structures.

COURSE EXPECTATIONS:

Attendance

Students are expected to attend every class, including Fridays as applicable. In the case of absences due to emergency (illness, accident, death in the family), it is the student's responsibility to inform the instructor. Documented time (signing in) within the Learning Support Center will contribute to eligibility hours for post-testing, and has the potential to decrease the amount of time the student will have to spend to attain his/her goal. Students who show sporadic attendance will be placed at the bottom of the waiting list for the next session.

Progress

To make progress, a minimum of 9 hours of additional, independent work outside of the class is expected each week. Typical level progress occurs after 120 hours of instruction.

Students who have taken the same course level three times without making incremental progress towards the next level will be required to meet with the Intake Assessment Specialist to determine a further plan.

COURSE POLICIES:

Honor Code: Upon admission to HCC all students sign a pledge to uphold an honor system which holds the qualities of honesty and integrity in highest regard for the duration of their educational experience.

Services for Students with Disabilities: Students who have a disability are encouraged to identify themselves to the Disability Support Services (DSS) office as early as possible. Reasonable accommodations based on current documentation are provided to qualified students. Contact the Disability Support Services office at 240-500-2628 or at dss@hagerstowncc.edu to request accommodations.

This course is offered free of charge as a service to the community through a grant from the US Department of Labor, Licensing, and Regulation (DLLR). CASAS testing of each student is required as a provision of the grant at the start and end of each session.