

Santa Rosa Junior College
Noncredit English as a Second Language
Fall 2017

Course Title Section Number	ESL 713CP Low Beginning, Conversation and Pronunciation 2234
Schedule	Tues/Thurs 6:30-9:30pm, break 8-8:10pm
Location	Southwest Center 950 S. Wright Road, Santa Rosa Room 12
Instructor's Name Instructor's Email Instructor's Voicemail Office Hours	Candy Owens cowens@santarosa.edu 707-521-7817 Tues/Thurs 6-6:30pm, Room 13
Class Calendar	Oct 24 first class Nov 23 Thanksgiving, no class Dec 21 last class
Important! Test Dates	① _____ CASAS Listening Test ② _____ CASAS Listening Test

In this class we use English to

Talk about work, school, and home Listen to conversations about work, school, and home Practice vocabulary

Grades

Students in this class will receive a grade of **Pass (P)**, **Sufficient Progress (SP)**, or **No Pass (NP)**.

Promotion to the next level

To **pass** the class and go to the next class, ESL 714CP:

- Receive a grade of **(P) pass** in this class
- Receive a score of 208 or more on the CASAS Listening Test

Demonstrate competence in these Student Learning Outcomes

- **Respond** to commands and questions
- **Make** questions and give commands

Keys to Success

1. Attend every class and arrive on time.
2. Bring all class materials to every class so that you are prepared for the day.
3. Participate in the class activities.
4. Do your homework every day. Review the lesson before the next class. If you are absent, call another student to ask about the homework.

Classmate telephone number: _____

Attendance Policy – Daily attendance is required. The attendance policy is very strict. **If you miss 3 classes, you will be dropped from the class.** Especially note the dates of the CASAS Tests, and be sure to attend on those days. When it is necessary to be absent, advise the teacher.

Report your absence: by email: cowens@santarosa.edu
or leave a message

Here is a good message to copy:

This is _____. **I can't come to class _____.**
first name, last name today/on Monday/on Tuesday/on
Wednesday /on Thursday
☐ I'm sick. ☐ I have to work. ☐ I have a personal emergency. ☐ Other reason
I will return to class _____. **See you then. Good bye."**
on Tuesday or Thursday

College Rules

Students with Disabilities

If you need special accommodations in the classroom because of a disability, please contact the Disability Resources Department (DRD), located at Santa Rosa Main Campus in Bertolini Student Center, 3rd Floor East, or call (707) 527-4278.

Parking

Parking is free at Southwest Center. There are 2 parking lots. The small lot fills quickly. If you arrive and the lot is full, use the larger parking lot to the south of the classroom building on Wright Road.

Emergency Information

For urgent (fast) police assistance, call the Campus Police 707-527-1000 from your cell phone. Be prepared! Add this telephone number to your cell phone today.

Be safe! Do not leave valuable possessions in the car for others to see.
After class, walk to the car with other students *especially at night*.