

smart

FAU Lifelong Learning / Professional Development

www.smart.fau.edu

International Programs

Intensive English Institute
English for Special Purposes
Foreign Languages

Put some learning in your summer schedule



FLORIDA ATLANTIC
UNIVERSITY

Summer 2005

Join the **Smart** community of **languages!** There is no better way for you to communicate with people from other countries and to learn about their customs and cultures than to participate in one of our conversational language courses. If you are planning a vacation or taking a business trip to a foreign country, our courses can help you speak the language almost immediately.

The Intensive English Institute provides instruction in all areas of the English language for international students, scholars and professionals. You can learn English for business, a career, or to prepare for study at an American university.

If you are a non-native speaker of English, our **English for Special Purposes** courses can help you acquire a good command of English to help you in your job or your personal life.

Browse through the summer course offerings and choose the ones that best fit your needs, and be sure to visit our website at www.smart.fau.edu. If you have questions, call our toll-free number, 1-800-228-5845. We are here to assist you.

Course Index

Accent Reduction.....	p. 4
Business English	p. 4
French for Travelers I	p. 5
French for Travelers II.....	p. 5
Conversational German – Level I.....	p. 5
Conversational Italian – Level I... ..	p. 5
Conversational Italian – Level II.....	p. 5
Conversational Portuguese – Level I.....	p. 5
Conversational Spanish – Level I.....	p. 5
Conversational Spanish – Level II	p. 5
English as a Second Language	p. 4
Evening Program, Beginner	
English as a Second Language	p. 4
Saturday Program	
Grammar for Non-Native Speakers	p. 4
Improving Your Conversation Skills	p. 4
Intensive English Institute	p. 3
Intensive English Four-Week Summer Institute	p. 3
Mandarin Chinese – Level I	p. 5

International Programs

Intensive English Institute

FAU's Intensive English Institute provides instruction in all areas of the English language for international students, scholars and professionals. You can learn English for business, a career, or to prepare yourself for study at an American university.

Instruction in 6 Levels

You are first tested and then placed into one of six levels—basic through advanced. Small classes are taught by highly qualified and experienced ESL instructors who provide a friendly and stimulating atmosphere. A special feature of this program is the use of computers in learning English as a Second Language. Classes are held Monday through Friday from 9:00 a.m. to 3:00 p.m. You will receive instruction in:

- listening comprehension
- grammar
- reading, writing and composition
- vocabulary development
- conversation
- multi-cultural understanding

If you are at an advanced level in English and wish to sharpen your language and study skills before entering a degree program at an American university, you should consider enrolling in the Bridge Program. You will develop solid skills in: understanding lectures and taking careful notes; test-taking, particularly answering essay-type questions; writing research papers, making effective class presentations; working on group projects; and using advanced grammar structures. Prerequisite: You must meet one of the following criteria: Score at least 500 on the TOEFL, or 90 on the MICHIGAN test, or have successfully completed Level 5 in our Intensive English Institute.

The Form I-20 is available for non-immigrant students who need student visas.

Field Trips

Educational field trips give you an opportunity to learn about American culture and customs and to practice your English. You will join in sightseeing excursions to local attractions, festive parties, sports activities and cultural events to help you learn more about life and customs in America.

Housing

On-campus housing is provided on a space-available basis. Apartment complexes are located within walking and cycling distance of the campus. Off-campus housing information is

available at www.fau.edu/universitycenter/housing/housing.html. When you arrive at FAU, a real estate agent can assist you in finding housing in the area.

How to Apply

For more information and an application form, contact Carol Mullings at cmullings@fau.edu, call toll-free at 1.800.228.5845, fax us at 561.297.3987, or write The Intensive English Institute, Florida Atlantic University, Continuing Education Hall, Room 200, 777 Glades Road, Boca Raton, Florida 33431.

Fees

Each 14-week session costs \$3,180, and includes English conversation practice activities. There is also a one-time, non-refundable application fee of \$75.

Schedule

Summer 2005

April 25 – July 29
Orientation: April 22
#IEI425

Fall 2005

September 12 – December 16
Orientation: September 9
#IEI912

■ Intensive English Four-Week Summer Institute

If you cannot spend a full semester studying English, you may wish to study in our Summer Institute. This four-week program is designed to improve your communication skills through different listening, speaking, reading and writing activities. Classes meet for four hours each day, Monday through Thursday, from 8:30 a.m. to 12:30 p.m. Field trips to special Florida locations are planned for some Fridays. A special feature of the program is the use of multi-media computer-aided instruction, which helps to reinforce your communication skills.

\$879, 64 hours

August 1 - 25
#IESI81

**Call Carol Mullings about
custom-designed training
for your employees.**

1-800-228-5845



English for Special Purposes

English as a Second Language

Saturday Program

Take this program if you are a non-native speaker of English and wish to acquire a good command of English to improve your professional as well as your personal life. The program includes:

- grammar, reading and writing, comprehension, vocabulary, listening and speaking
- individualized attention
- extensive practice in reality-based conversations
- consultation with instructors
- weekly assessments
- practice of skills learned in the classroom, interviewing people, and workbook and writing tasks

Prerequisite: at least intermediate-level proficiency in oral and written English.

\$439, 48 hours, 4.8 CEUs

12 Sat, May 21-Aug 20 (no class 5/28 & 7/2)

9:00 a.m.-1:00 p.m. • Boca Raton Campus

#ESPESL521 • Instructor: Carol Amster, M.Ed.

English as a Second Language

Evening Program (Beginner)

If you want to learn English but have a work schedule that does not allow you to study full-time, this program is the solution for you. Attend classes two evenings each week and study grammar, writing, vocabulary building and reading comprehension. Improve your listening and speaking skills through extensive conversation practice. Take a free online test to determine your language proficiency at http://smartfau.org/esl/esl_test.html, or call us at 800.228.5845 to set up an appointment for testing on campus.

Required text: *Focus on Grammar—Basic* (textbook and workbook) (available at the FAU bookstore)

\$465, 50 hours, 5.0 CEUs

10 Tues & 10 Thurs, May 17-July 21

7:00-9:30 p.m. • Boca Raton Campus

#ESLESPB517 • Instructor: Augusta Vono, M.A., English

Improving Your Conversation Skills

Learn to communicate more effectively in personal and professional settings. You will enhance your listening skills through in-class discussions and small-group exercises. The course gives you the tools to increase your interpersonal communication skills in a variety of contexts---from knowing how to conduct yourself on job interviews to expressing yourself professionally and communicating better with co-workers. You must be fluent in English to benefit from this course.

Required text: *Raise the Issue* (available at the FAU bookstore)

\$209, 20 hours, 2.0 CEUs

8 Sat, June 4-July 30 (no class 7/2)

9:00 a.m.-11:30 a.m. • Boca Raton Campus

#ESPESL64 • Instructor: Augusta Vono, M.A. in English

Grammar for Non-Native Speakers

Learn the fundamentals of English grammar through a skills-development approach. Review problem areas, including the use of phrasal verbs, tenses, idioms and prepositions. Oral and written exercises will help you to feel more confident and fluent in using English. You will have opportunities to discuss specific grammar issues.

Required text: *Understanding and Using English Grammar* (available at the FAU bookstore)

\$209, 20 hours, 2.0 CEUs

8 Sat, June 4-July 30 (no class 7/2)

1:00-3:30 p.m. • Boca Raton Campus

#ESPGR64 • Instructor: Alex Oliveira, M.A. in TESL

Accent Reduction

If you are a non-native speaker of English with a good command of the language, this course will help you improve both your pronunciation and fluency. Gain greater proficiency in the sounds and the rhythm of American English speech. Included are: an intensive study of phonetics and audio-recording sessions. Class size is limited to 12.

Required text: *Pronouncing American English* (available at the FAU bookstore)

\$299, 30 hours, 3.0 CEUs

10 Sat, May 21-Aug 6 (no class 5/28 & 7/2)

9:00 a.m.-noon • Boca Raton Campus

ESPAR521 • Instructor: Alex Oliveira, M.A. in TESL

Business English

If you are currently working in a business environment, this course can help you communicate more accurately and effectively. Intended for intermediate to advanced non-native speakers of English, the course focuses on good professional writing skills; correct English grammar usage; improved pronunciation and vocabulary in meetings and discussions. Instruction is interactive and dynamic and involves group work and audiovisual aids.

Required text: *Barron's ESL Guide to American Business English* (available at the FAU bookstore)

\$259, 25 hours, 2.5 CEUs

10 Wed, May 18-July 20

7:15-9:45 p.m. • Boca Raton Campus

#ESPBE518 • Instructor: Carol Amster, M.Ed.



Other Languages

■ Mandarin Chinese – Level I

Develop basic conversational skills in Mandarin, the most popular language spoken in China. Learn the basic structural patterns using a vocabulary heard in everyday Chinese conversations. Gain an appreciation of Chinese culture and customs through class discussions and special assignments.

Required text: *Chinese for Today* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

5 Mon & 5 Wed, May 23-June 27 (no class 5/30)
7:15-9:15 p.m. • Boca Raton Campus
#MC523 • Instructor: Weina Luo, MS, native speaker

■ French for Travelers I

If you are planning to travel to a French-speaking country, this beginning course should have you speaking French almost immediately. Build a working vocabulary of idioms, practical words and popular expressions. Learn to give personal information, tell time, order from a menu, and express likes and dislikes.

Required text: *Voilà* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

5 Mon & 5 Wed, May 9-June 13 (no class 5/30)
7:15-9:15 p.m. • Boca Raton Campus
#FTI59 • Instructor: Pierre Chanover, Ph.D.

■ French for Travelers II

Get more enjoyment from your travel experiences! Improve your conversational skills and learn about French culture at the same time. Build on your French language skills to increase your knowledge of vocabulary, idioms and verb tenses.

Required text: *Voilà* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

5 Tues & 5 Thurs, May 10-June 9
7:15-9:15 p.m. • Boca Raton Campus
#FTII510 • Instructor: Pierre Chanover, Ph.D.

■ Conversational Italian – Level I

Get to know the customs and culture of Italy, and learn about Italian art and cuisine. This course will help you whether you:

- plan to travel to Italy
- need to learn the language for business
- want to learn just for fun.

\$139, 20 hours, 2.0 CEUs

5 Mon & 5 Wed, May 16-June 20 (no class 5/30)
6:00-8:00 p.m. • Boca Raton Campus
#CI1516 • Instructor: Angela Mahin, M.S., native speaker

■ Conversational Italian – Level II

Enhance your ability to converse in Italian. Expand your vocabulary and converse about personal preferences, weather conditions, shopping and different occupations. Learn to use tenses and complete grammatical structures.

\$139, 20 hours, 2.0 CEUs

5 Tues & 5 Thurs, May 17-June 16
7:15-9:15 p.m. • Boca Raton Campus
#CIII517 • Instructor: Angela Mahin, M.S., native speaker

■ Conversational German – Level I

Learn phrases, vocabulary and pronunciation essential for conversing at a basic level. Focus on the immediate use of the language through drills and role-playing situations. Learn how to greet someone, describe yourself and your environment, and talk about your work and leisure activities. Study German customs and culture.

Required text: *Ultimate Basic German* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

5 Mon & 5 Wed, May 23-June 27 (no class 5/30)
7:15-9:15 p.m. • Boca Raton Campus
#CGI523 • Instructor: Hanne Niederhausen, native speaker

■ Conversational Portuguese – Level I

Learn to communicate in Portuguese for personal, business, or travel-related reasons. At a basic level, you will be able to ask questions, give personal information, express likes and dislikes and order from a menu. You will also gain insight into the Brazilian-Portuguese culture and its influence on our local community.

Required text: *Colloquial Portuguese of Brazil* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

5 Tues & 5 Thurs, May 24-June 23
7:15-9:15 p.m. • Boca Raton Campus
#CPI524 • Instructor: Sandra Cortez, native speaker

■ Conversational Spanish – Level I

Learn everyday Spanish words and phrases for practical communication. Travelers, social workers, teachers, doctors, attorneys, nurses and other professionals who deal with Spanish-speaking clientele will benefit from this popular introductory course.

Required text: *Tú Dirás* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

Option 1

5 Mon & 5 Wed, May 16-June 20 (no class 5/30)
6:00-8:00 p.m. • Boca Raton Campus
#CS1516-1 • Instructor: Patricia Schonander, M.S.

Option 2

5 Mon & 5 Wed, May 16-June 20 (no class 5/30)
6:30-8:30 p.m. • Commercial Blvd. Campus
#CS1516-2 • Instructor: Marcela Baez, native speaker

■ Conversational Spanish – Level II

If you already have a basic knowledge of Spanish and wish to gain more fluency, this course provides you with conversational skills. Expand your understanding of sentence structure and grammatical rules while learning different aspects of Spanish culture.

Required text: *Tú Dirás* (available at the FAU bookstore)

\$139, 20 hours, 2.0 CEUs

Option 1

5 Tues & 5 Thurs, May 17-June 16
6:00-8:00 p.m. • Boca Raton Campus
#CS1517-1 • Instructor: Patricia Schonander, M.S.

Option 2

5 Tues & 5 Thurs, May 17-June 16
6:30-8:30 p.m. • Commercial Blvd. Campus
#CS1517-2 • Instructor: Marcela Baez, native speaker

To register by phone, call 1.800.228.5845 and use your Visa, MasterCard, Discover Card, American Express or company purchase order. Please have your credit card number and expiration date ready.

To register by mail, complete the form below and mail it to Florida Atlantic University, International Programs, Continuing Education Hall, Room 200, Boca Raton, Florida 33431.

To register by fax, dial 561.297.3987 and fax the enrollment form below. Please be sure to fill out the form in its entirety.

To register in person, visit our offices at: Continuing Education Hall, Room 200, on the Boca Raton campus

Payment for courses* can be made by Visa, MasterCard, Discover Card, American Express, check, cash or company purchase order. Payment is due at the time of enrollment. Make checks payable to Florida Atlantic University. Cash payments (exact amounts only) must be made in person.

CEUs: Florida Atlantic University awards CEUs (Continuing Education Units) to participants in our courses. One CEU is awarded for each 10 hours of instruction.

Flexible registration: FAU offers continuous enrollment opportunities by telephone, mail, fax, and in person, right up to the day your continuing education course begins.

Discounts: Receive a 10% team discount on selected courses when three or more people from one company enroll in the same non-credit course. We ask that you enroll at the same time and use one method of payment.

Cancellations: If you must cancel, please notify us by phone or fax at least 48 hours before the course begins. You will receive a full refund minus a \$15 processing fee for each course. No cancellations will be accepted after a course begins. If you can't come, send a friend! If a course is cancelled for any reason, you will receive a full refund.

Enrollment office hours: 8:00 a.m.-5:00 p.m., Monday-Friday. Please call our office at 1.800.228.5845 a minimum of 5 working days in advance of an event if a reasonable accommodation of a disability is needed.

Parking: Parking permits or decals are required on all FAU campuses. If the course you register for meets Monday through Friday for 4-10 weeks, you must purchase a parking permit for \$15 at the time of registration. If your class meets from 11 to 13 weeks, you are required to purchase a decal for \$30 at the time of registration. The permit will be mailed to you along with your confirmation. If your class meets for more than 13 weeks, you must purchase a parking decal for \$48 from the Traffic/Parking Office. For more information on the Traffic/Parking Office location and office hours, call 561.297.2771.

Name _____ Address _____ City _____ State _____ Zip _____
 SSN _____ Home Phone (____) _____ Business Phone (____) _____
(Required for possible education tax credits)
 Company Name _____ Company Address _____
 Email _____ Cell Phone _____

COURSE NUMBER	COURSE NAME	DATE	LOCATION	FEE

FOR OFFICE USE ONLY

Agent _____ Date _____ Registration Verification _____
 Source _____ Finance Verification _____
 CC# _____ Auth. # _____ Finance Stamp _____

Cash (Exact Amount Only) _____
 Check / Name on Check _____
 Co. PO# _____
(copy of P.O. REQUIRED)
 Bill to the Attn. of _____
 MasterCard VISA Discover exp. ____ / ____
 Credit Card # _____
 Security Code# _____
 Name on Credit Card _____

* Fees collected from non-credit programs in this catalog are used to support the administration of the division and to pay for food items as appropriate.

Please feel free to copy this form and pass it along to your friends!

Smart

is a mindset. It is **believing that you can** be better at your job, your hobbies and your life. It is knowing that as a part of an intelligent and vibrant community you can expand your interests and **achieve your goals.**

Courses to Advance your Career and Enrich your Life • smart.fau.edu



Florida Atlantic University
International Programs
Continuing Education Hall
Room 200
777 Glades Road
P.O. Box 3091
Boca Raton, Florida 33431-0991

Non-Profit Org.
U.S. Postage
Paid
Boca Raton, Florida
Permit No. 77