

**TEXAS INTENSIVE ENGLISH PROGRAM  
NON-IEP ELECTIVE COURSE REGISTRATION FORM**

**Registration is by appointment.** Phone: 477-4511 x162 or e-mail: keasterday@tiec.org.

Please bring to TIEP at Dexter Hall, 1103 W. 24<sup>th</sup> Street:

- Completed application form
- Payment for tuition, textbook and testing fee (if applicable)
- Your passport (with immigration documents) if you have one or other government-issued photo ID

Name of Elective Course You Want \_\_\_\_\_

Family Name \_\_\_\_\_ First Name \_\_\_\_\_

Local Address \_\_\_\_\_ (zip code) \_\_\_\_\_

Daytime Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Sex: M          F      Date of Birth (*month / day / year*): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

Nationality \_\_\_\_\_ Visa Status \_\_\_\_\_

Emergency Contact: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you been a TIEP student before? If so, please give the dates: Semester & Year: \_\_\_\_\_ Course: \_\_\_\_\_

**PAYMENT:** Payment of tuition is due in full at the time of registration, in room 208A, by cash (exact amount), check, money order or Visa/MasterCard.

**TESTING:** There is a \$25 one-time, non-refundable testing fee for individuals enrolling in TIEP Elective Courses for the first time. Continuing students do not pay this fee again. Testing is done in advance and may include:

- Conversation & Pronunciation: 30-minute test
- TOEFL Preparation: 1-hour test OR presentation of a recent Paper-based TOEFL score of at least 450 or iBT score of 45.

\*Fees include tuition, course material (other than the textbooks) and use of the TIEP Computer Lab.

\*Certificates of Completion will be given to students who maintain 90% or better attendance, participate in class discussions and/or projects and complete homework assignments.

**REFUND POLICY:**

I understand that:

- Cancellation of class due to insufficient enrollment = 100% refund
- Dropping before classes begin = 90% refund of tuition; 100% refund of textbook fee
- Dropping during the first four class days = 50% refund
- Dropping after the first four class days = no refund
- All drops must be done officially through the Electives Course Supervisor (Karen Easterday).

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Elective Course Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

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<i>LEVELS</i>	<i>COURSES</i>	<i>DAYS</i>	<i>TIMES</i>	<i>TUITION</i>
<i>Beginning- Low-Intermed.</i>	<b>CONVERSATION &amp; PRONUNCIATION SKILLS 1B</b>	<i>Mondays-Thursdays (25 hours, 5 weeks)</i>	<i>2:00 - 3:15 PM</i>	<b>\$325</b>
<i>Intermediate- Hi-Intermed.</i>	<b>CONVERSATION &amp; PRONUNCIATION SKILLS 2B</b>	<i>Mondays-Thursdays (25 hours, 5 weeks)</i>	<i>2:00 - 3:15 PM</i>	<b>\$325</b>

Goal: to improve pronunciation and conversational English. Focus: conversation skills (50%) and pronunciation (50%). Course goals: 1) to improve fluency and speaking competence by learning the vocabulary, expressions and grammatical forms needed for everyday social communication; 2) to improve pronunciation by focusing on vowel and consonant sounds and rhythm, stress, and intonation. Class 1B is for high-beginning and low-intermediate level students and uses *Pronunciation Pairs*; Class 2B is for intermediate and high-intermediate level students and uses *Clear Speech*. Textbooks are not included in the tuition; both *Pronunciation Pairs* and *Clear Speech* cost \$31 each.

<i>Intermediate— Advanced</i>	<b>TOEFL PREPARATION B</b>	<i>Mondays-Thursdays (35 hours, 5 weeks)</i>	<i>2:30 - 4:20 P.M. (10-min. break at 2:50)</i>	<b>\$465</b>
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This course is for intermediate- through advanced-level students who want to take the Test of English as a Foreign Language (TOEFL). Focus: the iBT (Internet-based TOEFL) and the Paper-based Institutional TOEFL and its components. Course goals: 1) to provide extensive practice in listening, speaking and writing skills for the iBT; 2) to supply structure/writing and reading practice for the iBT; 3) offer systematic analysis of each of the skill areas of the test; 4) teach successful test-taking strategies designed to improve TOEFL scores. TOEFL B uses the Longman Preparation Course for the TOEFL iBT Test with answer key and CD. The textbooks cost \$60.