

CAMPUS Goals and Purposes:

CAMPUS provides a wide variety of English Language Training options for students in the New York/New Jersey Metropolitan area. CAMPUS serves international students, future educators, local students, and professionals who want to receive additional training to diversify their academic/career choices. Students are provided with English language training that is exceptional, accessible, and effective.

CAMPUS centers use innovative methods that will enhance the skills students will require to live, work, or study in the United States or any country where the English language is employed. CAMPUS also prepares students for English-speaking college/university education, teaching students not only effectively to employ English language skills but to strive for excellence in academics. Said innovative instructional methods are utilized daily in the classroom to ensure that students achieve the Student Learning Outcomes (SLOs) detailed in the course curriculum.

CAMPUS Mission:

At CAMPUS, our mission is to provide students from around the world with exceptional, accessible and effective English language training, using innovative methods.

Students from around the world: Sales and recruiting staff work with schools and independent educational agents in different parts of the world to attract students who will benefit from the school's programs.

Exceptional: Teachers at CAMPUS are required to have substantial training in teaching ESL, a strong experience profile, and to participate regularly in professional development activities. Faculty members attend in-house meetings and skill-building workshops on a regular basis and are thus poised to deliver exceptional English language instruction.

Accessible: CAMPUS staff is always available to help students. During hours of operation, students can receive assistance from the School Director, the Designated School Official, the ESL Coordinator, or an International Admissions Representative in addition to help from faculty members.

Effective: CAMPUS teachers guide learners using communicative language teaching methods and deliver active and varied student-centered lessons. Students are given opportunities to exercise newly acquired language skills in realistic scenarios through a host of interactive listening, speaking, reading, and writing activities. The employment of in-class group exercises, role play, media interaction activities, written and oral presentation projects, and instructor led field trips, ensures effective English language instruction at a top-tier level. Students receive regular ongoing assessment and summative evaluation at the conclusion of each unit and module to demonstrate their linguistic progress.

Innovative methods: The faculty and staff at CAMPUS believe that a welcoming learning environment teamed with a resolute attitude of student encouragement and guidance motivate learning. Within our centers, students are surrounded by teachers who care enough to bring their

best to each class. Whether studying verbs through popular music or learning conversation from context with video. The academic team at CAMPUS keeps classes lively and offers students the opportunity to practice English under realistic contexts. Creativity in lesson-planning and in the delivery of course content is encouraged by CAMPUS Administration, and teachers spark their students' interest in English by introducing students to the English language in an academic atmosphere that is rich with dynamism and excitement.

CAMPUS Programs of Study:

General English (1-5)

The General English (ESL) program is skills-integrated, linguistically sequential, communicative, and consists of five levels of proficiency, ranging from False Beginners up through Advanced. Students learn the structural rules and proper usage of English grammar via rigorous classroom immersion in interactive listening, reading, speaking, and writing activities. Vocabulary building, including the acquisition of a poised understanding of the proper use of idiomatic language and collocations, is a major component of each level of instruction. Fundamentally, all course content is delivered in an interactive and student-centered environment.

TOEFL Preparation (Advanced)

TOEFL Preparation (Advanced) is designed to equip students with the necessary skills to obtain high scores on the TOEFL Internet-based Test (iBT). Students learn how to respond capably to the assorted Reading, Listening, Speaking, and Writing tasks embedded in the TOEFL iBT by applying specific strategies to their experiences of the Reading, Listening, Speaking, and Writing sections of the test. Students chart their progress over the course of the term, studying advanced academic vocabulary and grammar structures, and the mechanics of effective oral presentation delivery and polished essay writing. Importantly, students learn fundamental test-taking strategies by taking a series of quizzes and full-length TOEFL iBT practice exams. This course is available to students in General English 5 and Academic Preparation (Advanced).

Academic Preparation (Upper Intermediate and Advanced)

Academic Preparation (Upper Intermediate)

Academic Preparation (Upper Intermediate) is part of a two-course bridge program designed to prepare upper-intermediate and advanced English Language Learners for undergraduate/graduate studies at an English-speaking college or university. With course content delivered over a 16-week term, Academic Preparation (Upper Intermediate) introduces students to academic vocabulary, authentic college lectures, efficacious note-taking and test-taking strategies, college-level essay writing, and processes involved in delivering effective oral presentations. Students follow an intensive core curriculum that enables them to function with confidence in an English-speaking academic environment. This course is available to students in General English 4 and up.

Academic Preparation (Advanced)

Academic Preparation (Advanced) is a comprehensive twenty-four-week course designed to prepare students for undergraduate/graduate studies at an English-speaking college or university. This course, while building on the content treated in Academic Preparation (Upper Intermediate), provides students with an expansive introduction to the North American college/university experience, equipping students with the academic tools required to function proficiently in an academically challenging learning environment. Students participate in accelerated sessions that advance the following skills: active listening comprehension of college-level lectures, advanced reading comprehension and critical thinking, proficient use of academic vocabulary, college-level essay writing, and skillful oral presentation delivery.

Certificate of Course Completion:

CAMPUS courses are not-for-credit. Students who complete a given course with a grade of pass receive a certificate of course completion. All classroom instruction occurs on site. Our courses are not delivered by blended or online methods.

Program Length (Weeks and Hours of Instruction):

The following established program term lengths/hours were made to align with respective course term and module start and end dates, reflected on the Campus Education 2019 & 2020 School Calendar:

- ❖ General English (Levels 1-5): 16 Weeks (320 hours)
- ❖ TOEFL Preparation (Advanced): 16 Weeks (320 hours)
- ❖ Academic Preparation (Upper Intermediate): 16 Weeks (320 hours)
- ❖ Academic Preparation (Advanced): 24 Weeks (480 hours)

The Campus Education 2019 & 2020 School Calendar, which includes course term and module start and end dates, can be accessed as a pdf file by going to any school location's homepage and clicking, 2019 & 2020 School Calendar.

Admission Requirements and Procedures:

CAMPUS admits students from the United States and abroad into English language training courses. The faculty and the academic administrative team possess strong backgrounds in teaching ESL, and they effectively employ first-rate teaching methodologies, conduct effective assessments of student progress, and provide students with every opportunity to advance linguistically. The educational programs, available to students ranging from CEFR A1-C1 linguistic proficiencies, are designed to train learners to communicate in multiple and varied social and academic contexts. Using creative and dynamic methods of classroom instruction, the faculty works to deliver engaging course content, employing the communicative method to great effect, and with CAMPUS faculty and staff always available to assist students, the students' academic and school-related individual needs are met by faculty and staff throughout the course of the students' given terms.

Requirements for Admission:

- Completion of all application materials.
- Interview with admissions representative and/or academic advisor.
- English proficiency/level placement exam (after program start date and before session start date).
- Evidence of financial requirements for study fulfilled.

Our mission statement at CAMPUS is to provide students with English language training that is “exceptional, effective, and accessible.” Our admissions policies are designed to ensure that students who enroll are appropriately qualified for the school and that through the admissions process, we gain knowledge of their goals to serve them more effectively in the classroom.

Prior to beginning classes, students must complete a standardized proficiency exam taken from the series of textbooks used in our General English program courses. This ensures that they will begin their studies at the proper level. Students who wish to take more advanced courses, such as TOEFL or Academic Preparation, are required to meet a minimum score on the placement test.

All prospective students wishing to enroll at CAMPUS must complete a Student Information Form, a Student Application Form, and a CAMPUS Enrollment Agreement prior to entering class.

All non-resident students who wish to study as F-1 students must also remain in compliance with the laws as set forth through the Student and Exchange Visitor Program (SEVP). Before enrolling, F-1 students must provide a valid passport, a visa, a 1x1 or 2x2 color photo, and financial documents. Students currently in the United States who are changing their status to F-1, and students who are transferring from other institutions, must also provide a copy of form I-94.

Before entering class, a placement test must be completed, and tuition must be paid. Refund policies, procedures, and deadlines are printed on each enrollment agreement that students sign.

Bilingual Admissions Representatives provide ongoing translation assistance so that students fully comprehend complex documents. In cases where bilingual help is not available at the school, students are asked to confer with family, friends, or associates who can explain the complex documents or procedures in their native tongue.

Student services:

During most class hours, students have access to a School Director, ESL Coordinator, DSO, Registrar, and Admissions Representative/s. Students may make appointments for face-to-face advising on a range of issues with the following personnel:

- School Director: Our School Director is available to assist students with issues ranging from school policies, complaints, school facilities, and their accounts.

- ESL Coordinator: Our ESL Coordinator is available to assist students with academic issues, ranging from their courses of study, course level changes, questions regarding their placement exam, and the curriculum.
- DSO: Our DSO is available to serve students who are studying under the Student and Exchange Visitor Program (SEVP). The DSO assists students with issues involving attendance, immigration, their SEVIS records, and their rights and obligations as F-1 students.
- Registrar: Our Registrar is available to assist students with registration and their accounts.
- Admissions Representative: After students are admitted, our Admissions Representatives also serve as advisors. They are available to help students with issues ranging from minor complaints, adjustment to life in the United States (ascertaining housing options, public transportation), and class schedules.

Students at CAMPUS have access to the following services:

Admissions and Counseling:

In addition to providing students with pre-arrival and registration services, bilingual Admissions Representatives are available to offer ongoing assistance throughout the course of a student's period of study. Ongoing services provided by Admissions Representatives include, but are not limited to, guiding students on enrollment and re-enrollment procedures, assisting students with matters pertaining to SEVIS and student visa issues, helping students to prepare and complete college/university applications, and helping students with the management of other miscellaneous school-related affairs. Admissions Representatives also supply students with advice on how to adapt to life in the United States. Assistance with transfers to other institutions is also provided.

Student Orientation:

CAMPUS provides each new student with a thorough Student Orientation in the form of a PowerPoint presentation, which includes an overview of the curriculum, USCIS Rules and Regulations, attendance policies, detailed information on payments, a tutorial on safety issues, and an introduction to school activities. Ongoing student orientation, in the form of academic mentorship, college information/application assistance, and cultural immersion, is provided throughout the course of the student's term of study by the School Director, Admissions Representatives, the ESL Coordinator, and Teachers.

Academics:

Students have access to an ESL Coordinator. The ESL Coordinator is available to assist students throughout their course of study, providing academic guidance to students as they advance within the school programs and levels, and providing academic counseling services as students select and apply to colleges/universities.

Activities:

Student activities are planned regularly by individual instructors. In addition to on-site holiday parties and celebrations, a host of off-site (instructor-chaperoned) activities include, but are not limited to, excursions to famous landmark locations, museums, bookstores, and shows. Each school is keen to take full advantage of the rich array of multicultural venues offered in the area and routinely conducts outings to attend local cultural festivals and events. Instructor-led field trips are integrated with the curriculum.

Housing:

CAMPUS does not offer housing for students.

Health Insurance:

At CAMPUS, we strongly urge our students to purchase health insurance. The importance of health insurance and the risks of being uninsured are discussed during the presentation at student orientation. The importance of having adequate health insurance is also discussed in the Student Handbook. Although we do not require students to purchase health insurance, all students are required to sign a CAMPUS Health Insurance Waiver Form. Students who choose not to purchase health insurance indicate this choice on the Health Insurance Waiver Form.

At CAMPUS, we do not require students to purchase health insurance, nor do we recommend or endorse any insurance provider.

Students can obtain a list of health insurance providers from an Admissions Representative. The Admissions Representative will assist students with locating a professional with the ability to answer questions in their native language.

Location and Facilities:

Information pertaining to our school locations/facilities and respective contact information can be found under the Locations tab.

Tuition and Fees:

Tuition and Fees information for each school location can be obtained by contacting the school.