

## English as a Second Language (ESL) Courses

Thank you for your interest in our ESL courses! UC San Diego Extended Studies offers a wide range of academic and professional development ESL courses. Please view the following pages for more information on our courses. At the end of this catalog, there is an FAQ (Frequently Asked Questions) to help answer some of the questions you may have. Additionally, information about course times and dates are listed on our [website](#). For questions, please contact the ESL Program Manager at [esl@ucsd.edu](mailto:esl@ucsd.edu). We look forward to seeing you in class!

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## Courses Overview

Below is a list of all the courses we offer in the ESL program. Please note that not all classes are offered every quarter. Visit our website to see if the course you are interested in is being offered. Course descriptions are provided in the following pages.

Course Name	Class Type	Units	Total Course Hours	Cost
Academic Writing	Online / in-person	3	30	\$500
Accent Modification Seminar	Live Online / in-person	0	3	\$83
Advanced Conversation Improvement	Live Online / in-person	0	15	\$251
Advanced Pronunciation and Fluency	Live Online / in-person	3	30	\$500
Advanced Topics in Writing Mechanics	Live Online / in-person	1	10	\$167
American Idioms & Slang for Fluency I	Online	1	10	\$167
American Idioms & Slang for Fluency II	Online	1	10	\$167
Building Oral Communication Skills through Current Events	Live Online / in-person	2	20	\$334
Business Writing for Non-Native English Speakers	Live Online / in-person	3	30	\$500
Communicating Professionally in Business Settings	Live Online / in-person	3	30	\$500
Conversation Improvement	Live Online / in-person	0	15	\$251
Effective Oral Presentation	Live Online / in-person	3	30	\$500
Grammar & Editing I	Live Online / in-person	3	30	\$500
Grammar & Editing II	Live Online / in-person	3	30	\$500
Grammar & Vocabulary Building	Live Online / in-person	3	30	\$500
Mastering Your Public Speaking Skills	Live Online / in-person	2	20	\$334
Medical English I	Online	1.5	15	\$251
Medical English II	Online	1.5	15	\$251
Pronunciation & Fluency	Live Online / in-person	3	30	\$500
Scientific & Technical Writing for Non-Native English Speakers	Live Online / in-person	3	30	\$500
Topics in Advanced English Structure	Live Online / in-person	1	10	\$167
Topics in Writing Mechanics	Live Online / in-person	1	10	\$167

## Course Descriptions

### Academic & Writing Skills

#### *Academic Writing*

This course is designed for advanced international students and researchers who are proficient in English but need to upgrade their writing skills. Tailored to individual needs, participants will improve their accuracy in writing mechanics, in all areas of grammar, and in the essentials of effective writing style and organization. Lectures and workshops provide assistance in writing summaries, abstracts, technical reports, and academic papers.

#### *Advanced Topics in Academic Writing*

This short course will focus on the essential characteristics of concise, coherent writing style in academic English: a strong controlling idea; unity of thought; clear, relevant support; and fluid transitions. This course is intended for non-native speakers who would benefit from review of the most important techniques in producing successful writing for academic purposes.

#### *Scientific & Technical Writing for Non-native English Speakers*

Designed primarily for non-native speakers with advanced English proficiency, this course covers essential skills for writing well in scientific or technical settings. The specific styles and usage conventions of various scientific fields will be covered. There will be a major focus on clarity and strength of expression and idea development, as well as instruction on editing to eliminate problems with grammar and usage.

#### *Topics in Advanced English Structure*

Learn about complex structures in idiomatic written English, which will greatly aid non-native speakers of English in acquiring a clearer, more sophisticated and idiomatic writing style for academic discourse. Topics in each course offering will include two of the following, at the discretion of the instructor: noun complements, relative clauses, adverb clauses, adjective clauses, causative structures, hyphenated adjectives, possessives and compound nouns, subjunctive structures, and "it" clefts. Note: This course is only offered in the fall quarter.

#### *Topics in Writing Mechanics*

This short course will focus on correcting the most common punctuation errors in English writing. When to use or not to use commas, semi-colons, apostrophes, hyphens, dashes, capital letters, and many others will be covered. This course is intended for non-native speakers who would benefit from review and instruction about some of the most frequent errors in English punctuation and mechanics. Note: This course is only offered in the spring quarter.

### Business English Skills

#### *Business Writing for Non-native English Speakers*

This course is designed for non-native English speakers who need to develop and improve their writing skills to perform more effectively in the workplace. Participants learn the correct rules of writing, how to choose the right word or expression, and formal and informal styles. Topics include business language, style, format, tone, and presentation graphics, including effective techniques for memos, letters, solicitations, and reports. Writing competency is acquired for technical, managerial, and marketing purposes. On-the-job examples are used to build writing skills and professional abilities.

## *Communicating Professionally in Business Settings*

Dynamically engage your colleagues and customer base with relevant presentation skills including inspired content, effective visual aids, appropriate body language, and clear pronunciation. Throughout this course, you will craft and deliver a variety of professional presentations as well as learn strategies for leading professional meetings, speaking at conferences and seminars, and managing breakout sessions. A study of business vocabulary, idioms, and slang will enhance your language skills and bring added value to your professional communication abilities. Self-reflection, constructive critiques, and peer feedback will be integral to building self-confidence and increasing techniques for speaking with clarity and fluency.

## **Conversation & Discussion Skills**

### *Advanced Conversation Improvement*

This course is designed to increase spoken fluency and accuracy in English, and enable students to express themselves more precisely in conversation with native and non-native speakers, whether in an academic or professional setting or out on the golf course. Designed for advanced non-native English speakers, the course emphasizes improvement in overall conversational fluency in an active learning environment. Participation in this course requires an advanced level of listening and speaking skills in English, as well as strong reading skills. Students will be assessed on their proficiency level on the first day of the class.

### *Building Oral Communication Skills through Current Events*

Discussing current events and news stories with confidence and ease requires clear, concise, and effective speaking skills. The ability to understand complex ideas, summarize information, and share your own perspective on the topic are equally essential to having meaningful discussions with many different types of people. Through a variety of media sources, genres, and topics, you will learn conversational strategies to initiate and maintain discussions about current events and news occurring in the local and global communities.

### *Conversation Improvement*

This course will increase student's confidence and comfort level when speaking English with both native and non-native speakers. This course is specifically designed for individuals whose English proficiency is at an intermediate level. Through constant practice, using dialogues and situational role-playing, the instructor identifies strategies and specific conversational techniques to help each student improve his or her spoken English. Students learn in a lively, fun classroom environment in which the overall emphasis is placed on building confidence in conversing in English while further developing their speaking and listening skills.

## **Grammar & Vocabulary Skills**

### *Grammar & Editing I*

This course is designed for advanced non-native English speakers who depend on English grammar in written communications and thus need to refine their knowledge of grammar. Participants will review grammar points necessary in correcting the most common grammar problems in non-native writing such as knowing the correct usage of the present perfect vs. simple past, prepositions, articles, punctuation, and more. Note: The Grammar & Editing I and II courses can be taken in any order.

### *Grammar & Editing II*

This course is designed for advanced non-native English speakers. Participants will review grammar points necessary in identifying and correcting the most common grammar problems in non-native writing, such as knowing the correct usage of conjunctions, prepositions, punctuation, usage and more. Participants will also

choose some of the grammar points to be studied in this course. Participants will learn how to recognize and correct their own grammar errors and also learn how to find the right answers to specific, recurring grammar questions. Note: The Grammar & Editing I and II courses can be taken in any order.

### *Grammar & Vocabulary Building*

In this course, advanced non-native English students will refine their knowledge of English grammar and increase their vocabulary. Extensive contextualized practice at the sentence level is used to build grammatical competence. Various exercises are used to increase vocabulary and vocabulary retention.

## **Medical English Skills**

### *Medical English I*

This online course focuses on the vocabulary and communication associated with the respiratory, musculoskeletal, and endocrine systems. It is designed for non-native speakers of English in the medical and healthcare professions who need to use English for both work and professional studies. Coursework includes language practice pertaining to anatomy and physiology, common pathologies, and role-plays in clinical settings.

Note: The online Medical English courses can be taken in any order.

### *Medical English II*

This online course focuses on the vocabulary and communication associated with the skin, lymphatic/hematic, and urinary systems. It is designed for non-native speakers of English in the medical and healthcare professions who need to use English for both work and professional studies. Coursework includes language practice pertaining to anatomy and physiology, common pathologies, and role-plays in clinical settings. Note: The online Medical English courses can be taken in any order.

## **Presentation & Public Speaking Skills**

### *Effective Oral Presentation*

This course addresses oral communication problems encountered by non-native speakers in such formal academic and professional settings as conferences, seminars, meetings, and classrooms. Designed for international graduate students, postdoctoral researchers, new faculty members, and business professionals, the course emphasizes the importance of clear pronunciation, precise vocabulary, appropriate format, and group management skills. Extensive pronunciation exercises are included, along with many opportunities for participants to practice their presentation skills.

### *Mastering Your Public Speaking Skills*

Effective public speaking skills are valuable and essential in many different professions, disciplines, and stages of life. Learn how to increase your comfort-level, confidence, and stage presence when speaking in public. By practicing how to solve specific speech problems, such as speaking too quickly, too softly, or too indecisively, you will identify your own weaknesses and learn how to use various strategies to become a more articulate and successful speaker. This course will review various types of public speaking events and focus on developing practical methods to clearly convey your ideas and opinions in a concise and coherent manner.

## Pronunciation & Fluency Skills

### *Accent Modification Seminar*

This one-day, 3-hour seminar will provide participants with many keys to speaking English more accurately and smoothly. By the end of this seminar, students will understand the importance of pausing, stress, linking, and pitch to be more easily understood by a native-speaker. Additionally, students will learn quick tips on reducing accent and will be given resources for self-study or further improvement.

### *American Idioms & Slang for Fluency I*

This 4-week online course is designed for non-native speakers of English who want to become more proficient in communicating with native speakers of English. Students will master 48 special expressions through individual interaction with and personal guidance from an expert instructor of UC San Diego's English Language Institute. Activities will include voice recordings of students' oral production of idioms, sentence writing, and other activities. Note: The American Idioms & Slang for Fluency I and II courses can be taken in any order.

### *American Idioms & Slang for Fluency II*

Students will master 48 special expressions through individual interaction with and personal guidance from an expert instructor of UC San Diego's English Language Institute. Activities will include voice recordings of students' oral production of idioms, sentence writing, and other activities. Note: The American Idioms & Slang for Fluency I and II courses can be taken in any order.

### *Advanced Pronunciation & Fluency*

This course is designed for students who are familiar with the English sound system and their own pronunciation problems. Instruction will focus on expanding the students' skills in correctly applying English patterns of stress, intonation, linking, and reductions. Pronunciation of problematic sounds will also be integrated into class exercises and activities. This course is for the non-native speaker who wants to know what it takes to "sound American."

### *Pronunciation & Fluency*

This course is ideal for the student who wants to be more easily understood in everyday conversation and workplace situations. The instructor will identify the students' particular pronunciation difficulties and provide extensive exercises that target each student's needs. Participants will learn to pronounce words in a manner that is easier for native speakers to understand. By the end of the course, students will have gained an awareness of their problem sounds, learned how to pronounce those sounds accurately and clearly, and learned how to continue refining their speech while strengthening overall confidence in speaking.

## Frequently Asked Questions

### *Who can enroll in ESL classes?*

These English courses are intended for English language learners who need to refine their linguistic skills for academic, personal, or professional reasons. Some courses are helpful to academics (UC San Diego graduate students, researchers, staff, etc.) and some to people in scientific settings. Other courses are designed to improve the language skills of professionals and those in the American workplace. Our courses are open to anyone in the local and international community.

Please note that these classes do not support the Form I-20 for the F-1 student visa. If you are in need of a full-time program for visa purposes, please contact [ipinfo@ucsd.edu](mailto:ipinfo@ucsd.edu).

### *What level are the classes?*

Our classes are for the intermediate- to advanced-level English language learner. At this time, we do not have any classes for beginning-level students.

### *Will I have to take a language placement exam?*

At this time, our courses do not require a language placement exam. If you have concerns about your language level or want to speak to an advisor, please email [esl@ucsd.edu](mailto:esl@ucsd.edu).

### *How long are the classes?*

Some classes are as short as 4 weeks and others are as long as 10 weeks. The number of class meetings varies by class. Most of our classes meeting once per week in the evening (after 5 p.m.). Classes usually meet for 3 hours per week.

### *Are classes in-person or online?*

We offer three different kinds of delivery formats for our courses. With all delivery formats, students will need access to regular and reliable internet connection to view the course materials and if applicable participate in virtual class meetings. Below is an explanation of the course delivery formats.

- **Online Asynchronous** = Class will be entirely online and asynchronous. Students will work at their own pace to complete the required weekly coursework. There will be no virtual class meetings.
- **Live Online** = Class will be synchronous. Class meetings will be delivered via Zoom. Students must be available to attend Zoom class meetings every week at the dates & times listed. No exceptions. All times are listed in Pacific Standard Time (PST).
- **In-person** = Class will meet physically in-person at our Extension La Jolla campus on the days and times listed. Students must be available to attend all in-person class meetings. Instructor will also supplement the course with online resources, tasks, and assignments. In-person classes are held at Extension La Jolla Campus (9600 N. Torrey Pines Road).

*\*\*\*IMPORTANT! For in-person class meetings, students will be required to comply with the [University's policy and vaccine mandate](#). Extension students are eligible to apply for a deferral or exemption. More information will be shared with students in the coming weeks.*

## *How much do classes cost?*

Our classes range in price from \$167 to \$500. Class prices vary depending on length and credit hours. The cost of the class covers the entire date range, from the first class to the last class. Please view the quarter flyer on our [website](#) for individual course cost.

## *How many classes can I take?*

Students can choose to take as many or as few classes as they want. Classes listed as I and II can be taken in any order. While there is no limit, students should expect to have about 2-4 hours of homework each week per class.

## *Do I have to take the class for a grade?*

No, you do not. The choice is entirely yours! Students can choose to take the class for a letter grade (A, B, C...etc.), pass/no pass, or not for credit. With letter grade and pass/no pass, students will still receive credit for the course on their UC San Diego Extension transcript. With not for credit students will not receive credit on their transcript.

## *How do I enroll?*

Students have many options for completing their enrollment!

- **Online:** Visit [extension.ucsd.edu/English-language](https://extension.ucsd.edu/English-language) to enroll online. Find your class, click “Add to Cart” and complete the steps to checkout.
- **Phone:** Call our Student Services office at 858-534-3400 to enroll over the phone. Please be sure to have the course Section ID Number ready when you enroll. The Section ID number is a 6-digit number and can be found on the course website.
- **In-person:** Visit one of our [Extension locations](#) for in-person enrollment. Operating hours are:
  - Monday – Thursday: 8 a.m. – 8 p.m.
  - Friday: 8 a.m. – 5 p.m.
  - Saturday: 8 a.m. – 12 p.m.

## *Are there any discounts available?*

UC San Diego Extension offers a 10 percent discount, up to \$50 per quarter, on eligible courses to eligible students. The following UC San Diego-affiliated persons are eligible to receive the discount:

- UC San Diego fulltime matriculated students
- UC San Diego faculty and their spouse or domestic partner (this includes post-doctoral appointments)
- UC San Diego career staff & their spouse/domestic partner (casual or contract employees are not eligible)
- UC alumni
- Osher Lifelong Learning Institute members
- Chancellor’s Associate members
- UC San Diego Alumni Association members

For additional information on financial assistance, please view our [webpage](#).

### *Will I receive a certificate after completing these courses?*

These are individual, a-la-carte courses. Students will not receive a certificate for completing any courses. However, all classes are recorded on a student's UC San Diego Extension transcript and a student can order a transcript as confirmation of completing and passing a course. Additionally, the Program Manager can also provide a Letter of Completion if requested by the student.

### *Who can I contact if I have questions?*

Please contact the ESL Program Manager at [esl@ucsd.edu](mailto:esl@ucsd.edu) and allow 1-2 business days for a reply. If you would like to speak to someone, you can make a Zoom appointment via our online scheduling system, Setmore: <https://ucsdextintlprog.setmore.com/angieozum>.