

Basic Course Information

Semester:	Fall 2022	Instructor Name:	Elizabeth Kemp
Course Title & #:	ESL 811: Basic ESL/Civics	Email:	Elizabeth.kemp@imperial.edu
CRN #:	12041	Webpage (Canvas):	Imperial.instructure.com
Classroom:	3300	Office #:	2790
Class Dates:	Aug. 23 – Nov. 2, 2022	Office Hours:	TBA (to be announced)
Class Days:	Tuesdays	Office Phone #:	760-355-6398
Class Times:	5:30 – 8:20 pm	Emergency Contact:	ESL Receptionist Lency Lucas 760-355-6337
Units:	noncredit	Class Format:	Face-to-face

Course Description

This course is designed to prepare students with the language skills in reading, writing and comprehension to pass the USCIS (United States Citizenship and Immigration Services) naturalization exam. Students will be provided with English grammar pronunciation, vocabulary development and basic reading skills. The focus of the instruction will be on the concepts of democracy and the rights and responsibilities of citizenship. (Nontransferable, nondegree applicable)

Course Prerequisite(s) and/or Corequisite(s)

None – all are welcome!

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Read and write simple sentences as used by USCIS for citizenship applications
2. Complete citizenship application form

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Learn about U.S. history and government by using the USCIS study guide and self-test
2. Fill out simple forms requesting personal information
3. Read sentences targeting difficult words from the USCIS study guide and vocabulary list for the reading test
4. Write a dictated sentence using the sample sentence provided by USCIS
5. Focus on the concepts of democracy and the rights of and responsibilities of citizenship

Students will prepare to pass the USCIS citizenship examination.



Textbooks & Other Resources or Links

No textbook is required for this class. Materials will consist of the self study guide, flash cards and other materials provided by the USCIS to prepare the students to pass the citizenship test.

Course Requirements and Instructional Methods

This course will develop students' ability to read and write sentences using vocabulary, and to fill out forms requesting information, especially the citizenship application N-400. Instruction may consist of lectures, activities, discussions, group activities, demonstrations, and more.

Course Grading Based on Course Objectives

Pass/No Pass only

If you have an emergency or a health issue and that prevents you from participating in the course for a few days or longer, please contact me so we can make arrangements for you to complete your work.

Course Policies

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- **Food and Drink:** prohibited in all classrooms. Water bottles with lids/caps are the only exception.
- **Disruptive Students:** Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- **Children in the classroom:** Due to college rules and state laws, only students enrolled in the class may attend; children are not allowed.
- **Attendance Policy:** Attendance is important. Please try your best to attend each class meeting prepared and on time.
- **Participation Policy:** People learn better when they are connected as a community. I encourage and expect all students to work together and participate in class using as much English as possible.
- **Respectful Use and Speech Policy:** All students should be respectful to each other and the instructor. Remember that we are all here to learn, and learning requires practice. Nobody is perfect, and nobody in the class should feel scared or embarrassed about making mistakes. They are a part of learning! I expect all students to be treated with respect. If someone disagrees with an opinion, it is not an opportunity for name-calling or belittling. It is a time to respectfully listen, contemplate, and learn. We do not have to agree in the discussion boards, but we do have to be respectful and kind. Any instances of disrespect in a discussion or group collaboration should be brought to the instructor's attention and may result in the disrespectful student losing points or being reported to the campus disciplinary officer.
- **Plagiarism and Academic Honesty Policy:** Because I want to ensure that you are practicing and learning in this class, I take plagiarism pretty seriously. Plagiarism happens when you copy words or

ideas from somewhere else and submit it or repeat it as your own work. We get better at what we practice, and when we copy, we only get better at copying, not the important English skills we should be practicing. Plagiarism is academic dishonesty and is a very serious problem. Plagiarism includes:

- copying and pasting information from webpages (this includes using the internet for support and using ideas, sentences, summaries, etc. without credit);
- copying answers from an answer key or Teacher’s book;
- copying the work from another student in your class, in another class, or from a previous term;
- copying information from a webpage or book in Spanish and submitting the English translation as your work.

Other Course Information

How much work will you do? You should expect to do at least 4 hours of week each week for this class. Most work will be completed in class.

IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

Week	Topics and Activities
Week 1	Introductions Learn about US history and government
Week 2	Learn about US history and government study guide and self-test
Week 3	Fill out simple forms requesting personal information
Week 4	Read sentences targeting difficult words from the USCIS study guide and vocabulary list for the reading test
Week 5	Read sentences targeting difficult words from the USCIS study guide and vocabulary list for the reading test (cont.)
Week 6	Write a dictated sentence using the vocabulary list for naturalization as well as the USCIS sample sentences
Week 7	Democracy and the rights of and responsibilities of citizenship
Week 8	Democracy and the rights of and responsibilities of citizenship (cont.)

*****Subject to change without prior notice.*****