Professional and Public Programs – Continuing Education at UTEP

English Language Institute
As one of the most commonly-spoken languages in the world, English is certainly useful to know. In the world of business, good written and spoken English skills can be an advantage and the TOEFL is essential for international students to be admitted into American Universities. At the English Language Institute (ELI) we know that no matter what your situation, learning English as an adult can be hard. So we do everything we can to make your experience the best it can be.

We offer a wide range of online classes for English language learners at all levels for use at work, in the classroom and elsewhere. We also offer TOEFL prep for students who want to take the exam for admission to a university.

Our courses are
- fully online, so you don’t need to worry about a visa
- taught by expert instructors to help improve your language proficiency
- organized to optimize engagement and active learning
- affordably priced
Contact our Team

BY PHONE
Call 915-747-5142, Monday – Friday, 8 a.m.–5 p.m.

BY EMAIL
Send us an email with your questions to: p3lang@utep.edu

CUSTOMIZED PROGRAMS
ELI can design customized programs for sponsoring agencies, government entities, educational institutions and/or private companies to meet specific training needs and goals. We can also plan and teach group courses that are four weeks to six months in length at any time of the year. We would be pleased to put together a targeted English language program specifically designed for your group. For more details, contact the ELI Program Manager at p3lang@utep.edu.

“
The teachers are very good and they definitely put you in the right level, according to the placement test. I really recommend it for all the international students who are looking for a great English course.”

J. K. Santos S.
Former ELI student

See page 6 of this section for a breakdown of our Fall 2020 ELI courses.

For details, visit us at ppp.utep.edu/elicourses

Ask about our ELI Referral Program
For more information, see our Discounts page.

See pages 10-14 of this section for a list of our available courses for Fall 2020.

For registration procedures and additional information, please email us at ppp@utep.edu with the subject line “ELI application information request,” or visit us at ppp.utep.edu/elicourses.
A Changing Climate

Five years ago, international student enrollment in intensive English programs (IEPs) was at an all-time high. In February 2015, more than 105,000 international students were enrolled in an IEP in the United States. By February 2020, that number had dropped by about 45% to nearly 58,000 students, according to data from the Student and Exchange Visitor Information System (SEVIS). The decline was due to the changes in the local political climate, immigration policies, and an increasing number of English schools starting overseas. The enrollment decline resulted in more than 70 language centers closing within the USA.

A Fundamental Shift

In early 2018, the English Language Institute (ELI) began pursuing international partnerships with educational agencies, offered customized programs, and launched four online courses using the Blackboard Learning Management System (LMS). The shift enabled ELI to weather the downturn and build new competencies in the teaching staff.

Then, the COVID-19 pandemic hit, drastically changing the language industry for the foreseeable future.

“...I think [learning online] has been a good experience. Teachers are giving their best efforts. In my personal case, I have also learned how to work with the [Microsoft] Teams app.”

Anonymous
Online ELI student - Summer 2020
During Spring Break 2020, ELI received instructions from The University of Texas at El Paso to move courses online and cancel all face-to-face classes. After experimentation with various online teaching platforms such as Blackboard, Google Classroom, Zoom, and Canva, we transferred all courses to Microsoft Teams. The learning curve was steep, for not only students and teachers, but also for ELI administrators. We all learned a lot about screen fatigue, netiquette, online teaching, adaptation, and the big role technology and the internet now play in human life.

**An Online Summer 2020**

Summer 2020 courses were remotely delivered. And, based on feedback from students and instructors, this worked well on various levels.

Online courses are convenient and offer access to quality instruction from anywhere in the world. In these pandemic times, online courses also do away with the need to go anywhere to participate in a class or share space with others in close proximity for extended periods. Taeyoung Nam from Korea shared he did not want to travel away from home, living in a completely unknown city, and struggling in an unfamiliar learning environment. With virtual courses, he was able to enroll and still get an education from an American institute.

Anay Palmoque from Mexico shared that virtual classes are comfortable for her. She does not worry about traveling to school, finding parking spaces, and getting on the crowded shuttle to be on time. She does not worry about sitting in an uncomfortable chair and suffering from back pain by the end of the day. All needed materials are provided via Microsoft Teams, so she can easily access them from the comfort of her home. She saves travel time, does not spend money on gas, can sleep longer, does not have to get dressed for class... and her list goes on and on.

Online classes also offer opportunities to work with classmates and the instructor just like face-to-face classes. Christus Alapini from Benin said classes were interactive, rigorous, fun. Students were required to work online in small groups to complete projects and created fun videos using new applications. As he found, students are still students even in an online class – some are sleepy, some grumpy, some lost in thought or with strong opinions. In other words, the class experience was still, the same.

Mr. Robert Warren has been teaching ESL for almost 30 years. In pre-COVID times, he stayed close to campus while teaching classes so he could avoid a daily five-hour commute. Now, he has made the move to teaching online and is able to stay with his family. He also finds that technology has made the experience of teaching virtually very close to being in a brick-and-mortar classroom and most students are techno-savvy or learn quickly to adapt to the new platform.

**The Way Ahead**

ELI’s mission for Fall 2020 is to offer our students opportunities for language development, personal growth, and friendship with a diverse group of language learners from the El Paso del Norte Region and around the world.

We hope for the time when the need for social distancing has lessened, and we can communicate with one another in the same classroom. In the interim, though, online learning is here to stay. Microsoft Teams and our resources provide an online platform for communication, learning, and sharing our diverse cultures.

We are beyond excited to welcome our students this August for an ELI like never before.

See the following pages for a brief listing of Fall 2020 ELI courses.

For details, visit us at ppp.utep.edu/elicourses
How to enroll in the English Language Institute:

1. Pick the course(s) you want and contact us at p3lang@utep.edu.

2. After a brief consultation with us to ensure you are getting exactly the courses you want, you’ll proceed to complete the application form and pay your fees. To do this, go to the ELI web page, and scroll down to “New Student Enrollment Information.”
   - Fill out the application form:
     Go to “Application Form” and click on the link for “Academic semester 2020-2021.” Then complete and submit the Application Form and supporting documents. **Note:** Future international participants, please contact the English Language Institute at p3lang@utep.edu or 915-747-5142 for details on enrollment and F-1 student visa matters.
   - Pay your fees:
     Click on the “Steps to Pay Online” link for information about what you need to do to pay your application fee. You will be asked if you are a new or returning student: you are considered a new student if you have never taken any ELI courses previously. You may also email p3lang@utep.edu with the subject line: ELI Payment Information Inquiry or call 915-747-5142 to request our assistance with payment plans.
   - After your application is processed, you will receive an email on the status of your application from ELI within 5 to 14 days.
Some of our courses require a placement test. The placement test is used to determine your level of English proficiency in the course you want to take. You will be tested in grammar, reading, listening, writing, typing, and speaking. Based on your results you will be placed into your initial, appropriate starting level for each of these courses: Grammar, Reading, Writing, and Listening and Speaking. This placement test cannot be scheduled unless all relevant fees are paid beforehand.

**If a placement test is required for the course you want to take, here’s what you need to know:**

- After the application fee has been received, ELI staff will schedule a placement test using MS Teams as the platform.
- If you are a returning student, you may not retake the placement test to try and place at a higher level the following term. Anyone who has been away from the ELI program for six months is required to retest.
- After the test, ELI staff will advise you on your placement test score and place you at the appropriate level in your chosen course.

Admission to the ELI is not the same as admission to The University of Texas at El Paso (UTEP). If you wish to obtain admission to the University, you must apply directly to UTEP.

See pages 10-14 of this section to view a list of our available courses for the Fall 2020.

For details, visit [ppp.utep.edu/elicourses](http://ppp.utep.edu/elicourses)

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**We want to hear from you!**

Post a comment on our Instagram account.

[UTEP.P3](https://www.instagram.com/utep.p3)
How many levels are there?
There are seven levels (Foundation to Level 6). At Level 6, the paper-based TOEFL exam will be administered. You must attain a score of 550 or higher on the TOEFL to graduate from the Institute.

How many credits can I get?
English Language Institute courses are noncredit.

How long does it take to complete the program?
Your progression between each level depends on your language proficiency. Students can spend just three months or up to a maximum of six months on one level.

What is the minimum age to enroll?
Given the adult academic nature of the courses, we consider an ideal enrollment age to be sixteen or above.

What are the prerequisites?
There are no prerequisites to enroll. Future international participants, please contact the English Language Institute at p3lang@utep.edu or 915-747-5142 for details on enrollment and F-1 student visa matters.

Do I have to take the placement test?
Yes, the placement test is administered to establish your English proficiency and place you at the appropriate level.

Is there conditional admission to UTEP?
There is no conditional admission to UTEP; i.e., enrollment in ELI does not constitute an admission to UTEP.

Since classes are virtual, why do I need health insurance?
Medical services and medicine in the U.S. are very costly. Therefore, participants who are physically in the United States are required to have medical insurance coverage while they are enrolled in virtual classes.
# Calendar and Fees 2020-2021

You **must be 16 or older** to register for our English Language Institute online courses, except where otherwise indicated.

*Future international participants, please contact the English Language Institute at p3lang@utep.edu or 915-747-5142 for details on enrollment and F-1 student visa matters.

## 2020

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See next page for a list of our Fall 2020 ELI online courses.
You **must be 16 or older** to register for our English Language Institute online courses, except where otherwise indicated.

### INTENSIVE CORE

#### Intensive English Program
Gain a functional command of English grammar, listening, speaking, reading and writing; for all student levels.

**Fall I 2020**
- **Start date:** August 24, 2020
- **Fee:** $1,100
  - Click here to register

**Fall II 2020**
- **Start date:** October 19, 2020
- **Fee:** $1,100
  - Click here to register

#### Intensive Grammar Course
Develop proper grammar usage and prepare for academic paragraph-and essay-writing.

**Note:** A placement test will be administered.

- **Start date:** August 24, 2020
- **Fee:** $315
  - Click here to register

- **Start date:** October 19, 2020
- **Fee:** $315
  - Click here to register

#### Intensive Listening and Speaking Course
Learn how to do everyday things such as taking notes during class and carrying on a short conversation with ease; offered through MS Teams.

- **Start date:** August 24, 2020
- **Fee:** $315
  - Click here to register

- **Start date:** October 19, 2020
- **Fee:** $315
  - Click here to register

#### Intensive Reading Course
Read fiction and nonfiction books and develop your reading skills with an emphasis on speed, vocabulary expansion, and comprehension and analysis of ideas; for all reading levels.

- **Start date:** August 24, 2020
- **Fee:** $315
  - Click here to register

- **Start date:** October 19, 2020
- **Fee:** $315
  - Click here to register

#### Intensive Writing Course
Develop your vocabulary and practice writing with clear style; for ESL students.

- **Start date:** August 24, 2020
- **Fee:** $315
  - Click here to register

- **Start date:** October 19, 2020
- **Fee:** $315
  - Click here to register

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**Ask about our ELI Referral Program**
For more information, see our Discounts page.
TOEFL IBT Preparation Course (Internet-Based Test)
Prepare for the Internet-based Test of English as a Foreign Language (TOEFL iBT).
**Start date: August 24, 2020**
Fee: $1,200
→ Click here to register

**Start date: October 19, 2020**
Fee: $1,200
→ Click here to register

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**AFTERNOON**

Intensive English Conversation (Beginners)
Improve your conversational English skills, including pronunciation and listening and develop confidence in speaking English.
**Start date: September 1, 2020**
Fee: $145
→ Click here to register

Intensive English Conversation (Intermediate)
Get practical knowledge about how to communicate in everyday situations.
**Start date: October 6, 2020**
Fee: $145
→ Click here to register

Intensive English Conversation (Advanced)
Improve upon and master your English conversation skills.
**Start date: November 10, 2020**
Fee: $145
→ Click here to register

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**WE WANT TO HEAR FROM YOU!**
Post a comment on our Twitter account.

We want to hear from you!

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**“**
Before taking this course, I had no regard for individual responsibility; however, after [my instructor] emphasized the following words, “you are responsible,” I changed my outlook on life. I now feel that I have become responsible, especially with my classes. [I can’t thank her enough].”

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**EVENING**

**English Conversation: Beginners**
Learn the basics of English pronunciation and essential vocabulary for various academic subjects and phrases to use in simple conversations.
**Start date: August 31, 2020**
Fee $145
→ Click here to register

A. Abdulrahman
Former ELI student
You must be 16 or older to register for our English Language Institute online courses, except where otherwise indicated.

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**English Conversation: Intermediate**

Build up your English conversation skills, learn intermediate-level English pronunciation and expand your speaking and listening skills.

- **Start date:** October 12, 2020
- **Fee:** $145
  ➔ [Click here to register](#)

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**English Conversation: Advanced**

Practice conversation, improve your vocabulary and presentation skills, and build on your ability to discuss current affairs.

- **Start date:** November 16, 2020
- **Fee:** $145
  ➔ [Click here to register](#)

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**When it comes to you, we’ve got you covered!**

Professional and Public Programs is always looking to improve itself. We would like to hear from you and see how our ELI fall online courses are working for you. Post a comment on our Facebook account.

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**Intensive English Program - Basic**

Improve your American English pronunciation so you can be understood more easily in an American environment.

- **Start date:** August 31, 2020
- **Fee:** $250
  ➔ [Click here to register](#)

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**Pronunciation of English and Accent Reduction**

Continue to improve your American English pronunciation and study the effects of pronunciation on listening comprehension.

- **Start date:** October 6, 2020
- **Fee:** $145
  ➔ [Click here to register](#)

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**Intensive English Program - Intermediate**

Build on the Basic Program and gain greater proficiency in listening, speaking, reading, and writing.

- **Start date:** October 12, 2020
- **Fee:** $250
  ➔ [Click here to register](#)

---

**Pronunciation of English and Accent Reduction (Intermediate)**

Learn how spoken English differs from written with an emphasis on the strategies English speakers use to make their message very clear for listeners.

- **Start date:** November 10, 2020
- **Fee:** $145
  ➔ [Click here to register](#)

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**Weekend**

**Intensive English Conversation**

Improve your conversational English skills, including pronunciation and listening and develop confidence in your ability to speak English.

- **Start date:** September 19, 2020
- **Fee:** $250
  ➔ [Click here to register](#)

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**Pronunciation of English and Accent Reduction (Beginners)**

Improve your American English pronunciation so you can be understood more easily in an American environment.

- **Start date:** September 1, 2020
- **Fee:** $145
  ➔ [Click here to register](#)
Intensive English Program
Focus on reading, writing, and grammar, in addition to the English pronunciation skills needed for daily conversation; for beginning students.
Start date: September 12, 2020
Fee: $250
→ Click here to register

Focus on Business English
Polish your English listening and speaking skills for use in a business environment.
Start date: September 12, 2020
Fee: $250
→ Click here to register

Learn English as a Second Language Virtual Class
Improve on your English skills in a fun learning environment.
Ages 8-12
Start date: September 19, 2020
Fee: $190
→ Click here to register
Ages 13-17
Start date: September 19, 2020
Fee: $190
→ Click here to register

TOEFL Preparation (Internet-based Test)
Prepare for the Internet-based Test of English as a Foreign Language (TOEFL iBT).
Start date: September 5, 2020
Fee: $500
→ Click here to register

“I enrolled] because I want to improve my English. I am more confident and now, I can understand English much better than before. I am really grateful [to] all P3 staff, you guys help us a lot and want to make us feel comfortable.”

L. Ordoñez
Former ELI student
You must be 16 or older to register for our English Language Institute online courses, except where otherwise indicated.

“...

I am really enjoying [the class], because Microsoft Teams works very well.”

Anonymous
Online ELI student - Summer 2020

ELI ONLINE

English Grammar for ESL - Online
Prepare for mainstream English classes as a non-native speaker.
Start date: September 16, 2020
Fee: $115
⇒ Click here to register

English Writing for ESL - Online
Learn to write clearly, logically, and cohesively in any academic or work setting.
Start date: September 16, 2020
Fee: $135
⇒ Click here to register

We want to network with you!
Join our LinkedIn community.

UTEP-P3
English Language Institute

REFUND REQUESTS

Refund request received within 3 days or more prior to the first class*

- **Refund** will be issued

- **ELI Core Course** - Participants will be issued a full refund of the course fee, minus a $75 processing fee.

- **ELI Evening/Weekend Course** - Participants will be issued a full refund of the course fee, minus a $15 processing fee.

Refund Request received less than 3 days before the first class*

- **Credit voucher** will be issued

- **ELI Core Course** - Participants will be issued a credit voucher for the course fee, minus a $75 processing fee.

- **ELI Evening/Weekend Course** - Participants will be issued a credit voucher for the course fee, minus a $15 processing fee.

*No refunds will be issued after course start date.
INTENSIVE CORE

Intensive English Program
Fall I 2020
Intensive English Program
Fall II 2020
Intensive Grammar Course
Intensive Listening and Speaking Course
Intensive Reading Course
Intensive Writing Course
TOEFL IBT Preparation Course (Internet-Based Test)

INTENSIVE CORE

EVENING

English Conversation: Beginners
English Conversation: Intermediate
English Conversation: Advanced
Intensive English Program - Basic
Intensive English Program - Intermediate
Intensive English Program - Advanced
Pronunciation of English and Accent Reduction (Beginners)
Pronunciation of English and Accent Reduction (Intermediate)
Pronunciation of English and Accent Reduction (Advanced)

WEEKEND

Intensive English Conversation
Intensive English Program
Focus on Business English
Learn English as a Second Language Virtual Class (Ages 8-12)
Learn English as a Second Language Virtual Class (Ages 13-17)
TOEFL Preparation (Internet-based Test)

ELI ONLINE

English Grammar for ESL - ONLINE
English Writing for ESL - ONLINE
If you’re interested in teaching an existing course or have an idea for a new course, we’d love to hear from you!

Instructors are needed for the following areas:

• Corporate & Business Training
• Adult Leisure and Learning
• Youth Programs and Camps
• Languages & Cultural Studies
• English Language Institute
• Corporate Customized Training

To learn more about becoming a P3 instructor, call us at: 915-747-5142.

Make a difference. Earn some extra income. Enhance your resumé.

Join our team of instructors!
General Information & Policies

ADA Compliance and Reasonable Accommodation
The University of Texas at El Paso is committed to the recognition and the proactive pursuit of compliance with the Americans with Disabilities Act of 1990 (ADA). The University makes reasonable accommodations for the known physical or mental limitations of a participant with a disability unless such accommodations have the end result of fundamentally altering a program or service or placing an undue hardship on the operation of the University. Participants requiring special accommodations for continuing education courses should contact Professional and Public Programs (P3) at ppp@utep.edu or 915-747-5142 upon registration. Accommodation arrangements made directly by participants with UTEP’s Center for Accommodations and Support Services or an outside source may not be paid for by P3.

Registration Confirmation
You will receive a registration confirmation with pertinent information within 48 hours of registering. Please take the time to review all information and contact us if you have questions.

Course Waiting List
If the course you are enrolling in is full, we will place you on a course waiting list. Waiting lists are processed on a first come, first served basis.

Adult & Youth Release Forms
As a continuing education customer and visitor to the University, we require all participants to complete release forms that include emergency contacts and consent for medical attention, ADA accommodations, consent to photo release, participant guidelines, identification, and other items. You will receive these forms with your registration confirmation. You may also find these forms on our website. Please ensure you review and complete these forms to turn in at the beginning of the first day of your course.

Course Locations
Due to safety and health concerns caused by COVID-19, continuing education courses are online unless otherwise stated. You will receive an email prior to the start date of your course confirming your course location and/or location changes.

Fees
Course registration fees are payable by cash, check, money order, credit card or debit card. If you register online or by phone, you must pay by credit card. All major credit cards are accepted. You must pay all applicable course fees when you register unless you are using our payment plan for eligible courses or paying through a third-party.

Pre-Payment Plan for Corporate and Business Training Live Courses
To make registration payments even easier for Corporate and Business Training face-to-face courses, we offer a pre-payment plan. To receive this payment option, you must first enroll in an eligible course in person or by phone. We require an initial payment of a minimum of 20% of the course fee. You will be required to pay the remaining balance in full five (5) days prior to the course start date. Failure to pay the remaining fees five (5) days prior to the course date will result in a $25 administrative fee and the participant’s termination from the course.

Third-Party Payments & Loan Options
Professional and Public Programs accepts third-party billing including purchase orders. Participants may also take advantage of Smart Option Student Loans through Sallie Mae and other private lenders. If you are unemployed, underemployed, dislocated, a veteran, or a veteran’s spouse, financial assistance may be available. Visit our website at ppp.utep.edu for detailed information.

Cancellations & Course Changes
P3 reserves the right to cancel, reschedule or combine classes, and to change instructors when necessary. If a class is canceled or rescheduled, you will be notified by phone and email. All cancellations by P3 will result in a full refund.

Refunds
Certain courses are governed by their own refund policy. Please visit our website at ppp.utep.edu for up-to-date policies on refunds and click on the Resources tab. Please note: No refunds will be given on or after the first course session.

Withdrawals & Transfer Policy
You may request a transfer to another course in lieu of requesting a refund for eligible courses. To request transfers, please email the P3 Registration Office at ppp@utep.edu.

Gift Certificates
To purchase a gift certificate, please call 915-747-5142. All major credit cards are accepted.

Participant Guidelines
Participants and their representatives who behave in a manner which is disruptive to the learning process, interferes with the well-being of other participants or staff, or causes damages to the University or contracted facilities, may be asked not to return for a current course or enroll in future P3 continuing education courses.
AVAILABLE DISCOUNTS

Early Bird Discount
Receive a 10% Early Bird discount on eligible courses each semester.
- Fall Early Bird Discount: Enroll for any Fall course* by August 31
- Spring Early Bird Discount: Enroll for any Spring course* by January 31
- Summer Early Bird Discount: Enroll for any Summer course* by May 31

English Language Institute Referral Program
Refer a friend and receive a $100 credit voucher for the ELI Core Program.

Nonprofit Discount
Nonprofit organizations that purchase two registrations in a semester will receive a third registration at 50% off. All three registrations must be done at the same time to qualify.

UTEP Alumni and Military Discounts
UTEP Alumni Association members and military service members receive a 10% discount off eligible courses.*

UTEP Employees and Retirees Discounts
Current and retired UTEP employees may receive a 15% discount on eligible courses*.

*Discounts do not apply to certain programs, including but not limited to: The English Language Institute Core Program and online courses. Discounts outlined here may not be combined with any other discounts.
Socorro (Soco) began her career at UTEP in 2003 as a part-time customer service representative with PACE, which was the name of Professional and Public Programs at that time.

She was born and raised in Ciudad Juárez, Mexico, and moved to El Paso in 1995. She holds a Bachelor in Business Administration with a Minor in Finance from the Instituto Tecnológico de Ciudad Juárez.

Soco strives to provide excellence through accessible programs that positively impact the well-being of the community. She is a current, active member of the UTEP Staff Council, and a proud mother of two children and several four-legged fur babies.

Favorite inspirational quote:
“You’re alive. That means you have infinite potential. You can do anything, make anything, dream anything.” – Neil Gaiman