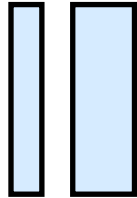


**ENGLISH AS A
SECOND LANGUAGE**



[Visit us on Facebook](#)



**Summer Enrollment
Starts April 8th!**

SUMMER 2024



© Tulsa Community College February 2024

Welcome

Welcome and thank you for considering our English as a Second Language program (ESL) and our Intensive English program (IEP) here at Tulsa Community College! We are committed to helping you become more proficient in American English and developing the skills important to succeed in college and the workplace.

As a student, you will not only learn English, but also have an opportunity to experience American culture through the many college and community activities held throughout the year.

Please take advantage of the many privileges and benefits that ESL students enjoy here at TCC:

- Free Tutoring
- Use of the Library
- Use of computers
- Membership in Student Clubs and Organizations
- Access to Student Counselors
- Free bus rides anywhere in the city

We encourage you to join the International Association and other clubs to practice English, visit new places on cultural fieldtrips, and make new friends.

Don't forget to visit the ESL Center which is designed to help with the development of language skills outside of the classroom. You can access computer programs, books, videos, and other language learning materials.

For more information visit: tulsacc.edu/esl

or email: daniel.chaboya@tulsacc.edu



Daniel Chaboya
Director of ESL

Our ESL faculty and staff look forward to serving you and contributing to your success here at TCC. We also are excited about meeting you and learning about your culture and languages. Together we will share, learn, and grow in an academic environment that values intercultural awareness and communication.

Hope to see you on campus and in class very soon!

Daniel Chaboya
ESL Director

Tulsa Community College does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, status as a veteran, sexual orientation, genetic information, or any other basis protected by applicable discrimination law in its policies, practices or procedures. This includes, but is not limited to admissions, employment, financial aid and education programs, activities or services.

How to Enroll in Credit / Non-credit ESL classes

1. Take a Placement Test & Get Academic Counseling:

Come to the ESL Center (Language Center) at the Northeast Campus to take the free ESL Placement Exam. We are open for testing Monday through Thursday (arrive between 9 am - 4:30 pm) and Friday by appointment (arrive between 9 am - 3 pm). The address is 3727 E Apache, Tulsa OK 74115. Please come to the Student Union building on the east side of the campus. Parking lots 8 and 9 are the closest. The ESL Center (Language Center) is in room SU109.

After you submit your exam, an ESL staff member will talk with you about your results and courses for your level. The ESL staff member will also answer your questions and help you with your enrollment.

2. Submit an Application:

Credit students only: Submit an application online at www.tulsacc.edu, click on "Apply". If you are a US permanent resident, you should upload a color copy of permanent resident card. If you need help, please come to the ESL Center for assistance. You will receive your TCC student ID number (T number) by email in 5 to 7 days. Additional documents may be required. Please contact the ESL counselor at (918) 595-8411 or salli.wandke@tulsacc.edu with any questions or for more information.

Non-credit learners only: An ESL staff member will submit your application for you when you enroll. You will receive your TCC student ID number (T number) by email in 5 to 7 days. Please contact the ESL Department if you do not receive your student number.

3. Enroll in Classes:

An ESL staff member will assist you with your enrollment. Non-credit learners can enroll in person in the ESL Center at TCC Northeast Campus, room SU109. Please call (918) 595-8411 (Salli), (918) 595-8382 (Blanca), or (918) 595-7544 (Daniel) if you have any questions. Credit students should contact the ESL Department for enrollment assistance.

Non-credit learners will receive an email with the class or classes they are registered in. Credit students can find their class schedule in MYTCC.

Late enrollments after June 7th are strongly discouraged and are only on a space available basis!

4. Pay Your Fees:

Credit students only: Pay for your classes online using MYTCC or at the Bursar's office, (www.tulsacc.edu and click on "MYTCC".) Your username is your student ID number including the "T". Select "first time" and follow the prompts to set your password. You must reset your password every six months.

Credit students may also choose to enroll in the TCC payment plan using MYTCC. For more information, please contact the Bursar's Office or ESL counselor.

Non-credit learners only: Please pay for your classes at the time of enrollment. We accept Visa, MasterCard (debit or credit), or Discover cards, checks, or cash.

How to Enroll in Credit / Non-credit ESL classes *(continued)*

5. Buy Your Text Books:

Your instructor will give you information about the textbook that is required for the class. Textbooks are sold in the Campus Book Store located in the Student Union or online. **Please bring your class schedule during the first week. If you need help, please ask an ESL staff member.**

6. Get an ID Card:

ID cards are made in the Student Life Office on the second floor of the Student Union building, room SU236. The hours are Monday through Thursdays from 9 am to 6 pm.

- **All Learners:** Please bring your student ID number (T-number) and a photo ID.

You should have received an email with your T number, but If you have questions or need help finding it, please contact the Language Center.

Please DO NOT throw your ID card away at the end of the semester. The cost to replace it is \$20. Your ID card will be revalidated each semester when you pay your tuition and fees.

Academic Calendar

Activity	Date
Enrollment & Payment for credit summer ESL classes.	April 8 - June 7
ESL Classes Begin	Monday, June 10
Late enrollment. Add, Drop & Fee payment continues	June 10 - June 14 Monday - Friday
100% Refund on Drops (Summer courses are 8 weeks.)	June 10 - June 14 Monday - Friday
Juneteenth observed - No classes, TCC Closed	Wednesday, June 19
Independence Day observed - No classes, TCC Closed	Thursday, July 4
Final Exams	July 31 - August 1 Wednesday -Thursday

English Proficiency Requirements For Classes Other Than ESL

Policy

All applicants who indicate English as a second language shall be required to provide evidence of proficiency in the English language prior to enrollment in college-level courses.

Procedure

One of the following standards is used to determine English Language Proficiency for all first time applicants prior to enrolling in college-level credit courses:

1. **Standardized Testing:** Students must meet one of the following minimum scores for admission to TCC without taking ESL:

Exam	Minimum Score
Internet-Based TOEFL® (iBT)	61
Paper-Based TOEFL®	500
IELTS	5.5

2. **Intensive English Program (IEP):** This program is a matriculation program which allows students to enter TCC college classes by proving their readiness through testing *and* class work. Students must score 460 or higher on the paper-based TOEFL®, 48 or higher on the Internet-based TOEFL® administered at a Special Testing Center or an International Testing Center, or 5.0 or higher on the IELTS examination prior to beginning the IEP. After achieving an acceptable score, students must successfully complete a minimum of 12 weeks of study at an IEP approved by the Oklahoma State Regents immediately prior to TCC admission. At least two-thirds of the 12 weeks must be instruction at an advanced level.
3. **High School Performance:** Students must successfully complete the high school core requirements in an English-speaking high school or graduate from an English-speaking high school and demonstrate competency through the *Policy on Remediation and Removal of High School Curricular Deficiencies*. Students must take the college placement test in the Testing Center. The results will be used to demonstrate proficiency in English and math to determine the appropriate remediation.
4. **Previous College Performance:** Students must provide an official transcript showing a minimum of 24 college-level credit hours with passing grades from an accredited American college or university.

Placement Testing

ESL Placement Testing:

Any student who wishes to enroll in ESL classes for the first time must take the ESL Placement Exam. The ESL Placement Exam measures reading, writing, listening, speaking and grammar and is used to ensure that the student is enrolled in ESL classes at the appropriate level. The following are some common questions about the ESL Placement test:

How much does it cost?

There is no charge for the ESL Placement Exam.

How much time does it take?

The ESL Placement Exam takes approximately 1½ hours.

How can I register for the exam?

There is no advanced registration needed.

Where is the ESL Placement Exam given?

The ESL Placement Exam is given in-person at the following locations:

**Please call (918) 595-8411, (918) 595-7544, or
(918) 595-8382 or email salli.wandke@tulsacc.edu
if you have any questions.**

TCC ESL Center (Language Center)

TCC Northeast Campus, Room SU109
3727 E Apache Tulsa OK 74115
(918) 595-8635

Open for testing:

**Monday through Thursday
9 am - 5 pm (no appointment needed)**

Friday 9 am - 3 pm (by appointment)

International Language Center

TCC Southeast Campus, Room 1120
10300 E 81st St Tulsa OK 74133
(918) 595-7750

Please call for an appointment.

Tuition Information

Tuition:

The following chart shows the approximate tuition rate for non-resident and resident credit students. Non-credit rates are also listed. Please note that other fees may apply. Most courses require a textbook, which is not included in tuition.

Credit ESL Classes:

Tuition must be paid in full at the time of enrollment and can be paid by cash, check, or credit/debit card or the student must enroll in the payment plan. For more information or to enroll in the payment plan, please go to MYTCC on the TCC website or visit the Bursar's Office. If you need help, please contact the ESL Department.

Non-Credit ESL Classes:

Tuition must be paid in full at the time of enrollment by cash, check or credit/debit card. Please note that textbooks are not included in the tuition. There is no payment plan available.

Approximate Credit & Non-Credit ESL Course Tuition Rate*

2 credit-hour summer courses	
	Non-Credit Only
1 course	\$280
2 courses	\$560
3 courses	\$840

3 credit-hour summer courses			
	Non-Credit	Credit Resident	Credit Non-Resident
1 course	\$420	\$438	\$1,113
2 courses	\$840	\$876	\$2,226
* TCC Admissions determines residency status (credit student only). Tuition is subject to change.			

Tuition Information

Additional fees:

Credit students only: There is a \$5.00 per semester ID fee and a one-time \$20 admission fee.

Non-credit learners only: ID Fee is included in the course fee.

Books:

Books are approximately \$40 -\$70 per course. Prices will vary for each course.

Refunds:

For 8-week classes, 100% refund during the first week of the class only. **No refund after the first week.**

Dropping Classes:

Credit students only: If a credit student does not plan to attend a course, it is the student's responsibility to officially drop his or her class before the end of the refund period. Please contact the ESL Specialist, ESL Academic Counselor, or ESL Director for assistance.

Non-credit learners only: Non-credit learners should contact the ESL Specialist, ESL Counselor, or ESL Director before the end of the refund period.



Class Schedule

Summer 2024
June 10 - August 1

TCC Northeast Campus Daytime Schedule

<u>Call #</u>	<u>Course ID</u>	<u>Course Name</u>	<u>Time</u>
Monday and Wednesday			
ESL_BE2_AM 81355	ESLN 0992 - 901	ESL Beginning 2 - (Reading, writing, speaking, listening, grammar, and vocabulary at a beginning level)	9:00 AM - 10:50 AM
ESL_IB1_AM 81300	ESLN 0992 - 901	ESL Institute Basics 1 - (Basic reading, writing, speaking, listening, grammar, and vocabulary through the context of practical life skills)	9:00 AM - 10:50 AM
ESL_SI3_AM 81323 / 31374	ESLA 0653 - 201	ESL Speaking Intermediate 3	9:00 AM - 11:50 AM
ESL_SA3_AM 81333 / 31373	ESLA 0953 - 201	ESL Speaking Advanced 3	9:00 AM - 11:50 AM
Tuesday and Thursday			
ESL_BE1_AM 81348	ESLN 0992 - 901	ESL Beginning 1 - (Reading, writing, speaking, listening, grammar, and vocabulary at a beginning level)	9:00 AM - 10:50 AM
ESL_IBC1_AM 81362	ESLN 0992 - 901	ESL Institute Basic Conversation 1 - (Speaking and conversation activities for basic level)	9:00 AM - 10:50 AM
ESL_WI3_AM 81322 / 31376	ESLA 0643 - 201	ESL Writing Intermediate 3	9:00 AM - 11:50 AM
ESL_WA3_AM 81376 / 31375	ESLA 0943 - 201	ESL Writing Advanced 3	9:00 AM - 11:50 AM

Class Schedule

Summer 2024 June 10 - August 1

TCC Northeast Campus Evening Schedule

<u>Call #</u>	<u>Course ID</u>	<u>Course Name</u>	<u>Time</u>
Monday and Wednesday			
ESL_BE2_PM 81355	ESLN 0992 - 902	ESL Beginning 2 - (Reading, writing, speaking, listening, grammar, and vocabulary at a beginning level)	6:00 PM - 7:50 PM
ESL_IB1_PM 81300	ESLN 0992 - 902	ESL Institute Basics 1 - (Basic reading, writing, speaking, listening, grammar, and vocabulary through the context of practical life skills)	6:00 PM - 7:50 PM
ESL_II1_PM 81359	ESLN 0992 - 901	ESL Institute Intermediate 1 - (Reading, writing, listening, and speaking through the context of American culture at an intermediate level)	6:00 PM - 7:50 PM
ESL_IA1_SU24 81360	ESLN 0992 - 901	ESL Institute Advanced 1 - (Reading, writing, listening, and speaking through the context of American culture at an advanced level)	6:00 PM - 7:50 PM
Tuesday and Thursday			
ESL_BE1_PM 81348	ESLN 0992 - 902	ESL Beginning 1 - (Reading, writing, speaking, listening, grammar, and vocabulary at a low beginning level)	6:00 PM - 7:50 PM
ESL_IBC1_PM 81362	ESLN 0992 - 902	ESL Institute Basic Conversation 1 (Open to beginning and basic levels)	6:00 PM - 7:50 PM
ESL_CS1_SU24 81374	ESLN 0992 - 901	ESL Conversation Strategies 1 (Open to intermediate and advanced levels)	6:00 PM - 7:50 PM
ESL_ITP1_SU24 81363	ESLN 0992 - 901	ESL Intermediate Test Prep 1 - (Intermediate level preparation for TOEFL® or IELTS® exams)	6:00 PM - 7:50 PM
ESL_ATP1_SU24 80301	ESLN 0992 - 901	ESL Advanced Test Prep 1 - (Advanced level preparation for TOEFL® or IELTS® exams)	6:00 PM - 7:50 PM

International Student Services

The International Student Services Office is the admission and academic advisement office for students on an F1 student visa. We also provide new student orientation, as well as assistance with change of non-immigrant status, work permission, and reinstatement.

We welcome your application and look forward to the opportunity to assist you in your goal to attend the TCC English as a Second Language program.

For more information, please visit our website at:

www.tulsacc.edu/iss

Contact Information:

Phone: (918) 595-7478

Office: TCC Northeast Campus, Student Union Building, room SU110

E-mail: iss@tulsacc.edu

Address: International Student Services

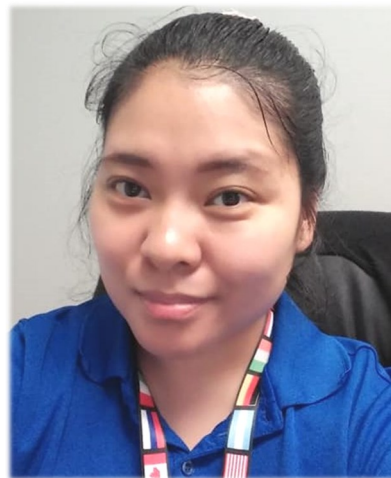
Tulsa Community College

3727 East Apache

Tulsa, OK 74115-3151



Thomas Wallace
International Student Counselor
Interim Director International
Student Services



Caroline Broderick
International Student Services
Compliance Specialist

The ESL Center

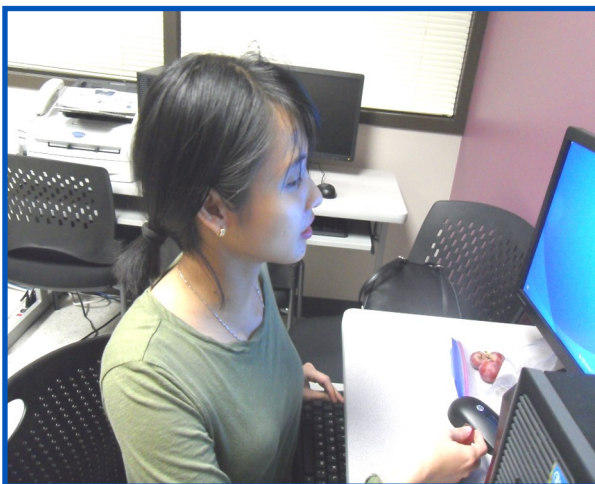
Where is it? The ESL Center is located in room SU109 on the first floor of the Student Union at the Northeast Campus

When is it open? The ESL Center is during the following hours except TCC holidays.

Mon -Thurs	9:00 AM - 6:00 PM
Fri	9:00 AM - 5:00 PM (by appointment)
Sat	Closed
Sun	Closed

What can I do? You can...

- * Take a free ESL Placement Exam
- * Get information about classes for your level
- * Get help enrolling in ESL classes
- * Learn about programs and degrees at TCC
- * Study for the TOEFL®
- * Use computers to practice your English on-line
- * Find information about community programs to help you learn English



Additional Services

Northeast Campus Testing Center

AB101 Academic Building 1st Floor
Phone: (918) 595-7534

www.tulsacc.edu/testing

International Student Services & Visa Information

SU110 Student Union 1st Floor
Phone (918) 595-7478
Email: iss@tulsacc.edu for help

www.tulsacc.edu/iss

Appointments available by Zoom. Please use the [ISS Zoom](http://www.tulsacc.edu/iss) link at www.tulsacc.edu/iss
Walk-ins welcome Monday through Thursday 9 am to 6 pm and Friday 10 am to 5 pm.

Library

AB133 Academic Building 1st Floor
Phone: (918) 595-7501
Open Mon-Thurs 7:30 am to 8:00 pm; Fri 7:30 am to 5 pm; Summer hours may vary
TCC On-line Library Services
<http://library.tulsacc.edu/home>

Northeast Campus Academic Success

Center (Admissions, Advisement, Financial Aid, & Bursar)

AB126 Main Academic Building 1st Floor

Phone: (918) 595-2000

<https://www.tulsacc.edu/admissions-aid/admissions>

<https://www.tulsacc.edu/student-resources/academic-advising>

Facet Center

A1 (Computer Center)
Phone: (918) 595-7592

On-line Writing Center

ESL tutoring and more in-person and by Zoom
<http://guides.library.tulsacc.edu/writingcenter/>

TCC ESL Webpage

<https://www.tulsacc.edu/esl>

International Association

The International Association is a campus organization open to all TCC students, especially ESL and international students! Its purpose is to provide a fun environment to learn about and share other cultures.

Meetings and activities are scheduled during the semester. We are currently meeting on Wednesdays from 12 pm –12:25 pm in room SU132 (inside the ESL Department SU109).

The International Association has sponsored the international fashion show, traditional dances, and music from many countries. We have also done community service, and taken field trips to places such as museums, state parks, and historical landmarks.

For more information please contact:

Daniel Chaboya: (918) 595-7544 or email daniel.chaboya@tulsacc.edu

Salli Wandke: (918) 595-8411 or email salli.wandke@tulsacc.edu

Blanca Willis: (918) 595-8382 or email blanca.willis@tulsacc.edu

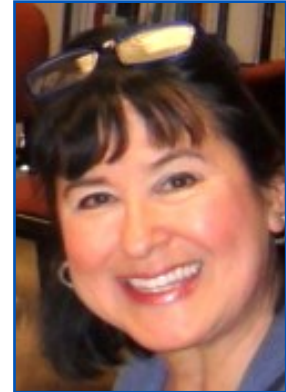


Contact Information



Daniel Chaboya, Director of ESL
The ESL Center, NE SU109
(918) 595-7544
daniel.chaboya@tulsacc.edu

**Pam Chew, Associate Professor
Foreign Language and ESL
(retired)**
The ESL Department, NE SU109



Tom Rowe, Associate Professor of ESL
The ESL Center, NE SU109
(918) 595-8480
thomas.rowe@tulsacc.edu

**Katie Brockett, Assistant
Professor of ESL**
The ESL Center, NE SU109
(918) 595-7449
katherine.brockett@tulsacc.edu



Salli Wandke, ESL Academic Counselor
The ESL Center, NE SU109
(918) 595-8411
salli.wandke@tulsacc.edu

Blanca Willis, ESL Specialist
The ESL Center, NE SU109
(918) 595-8382
blanca.willis@tulsacc.edu



Eduardo Ramirez, ESL Office Support Clerk
The ESL Center, NE SU109
(918) 595-7536
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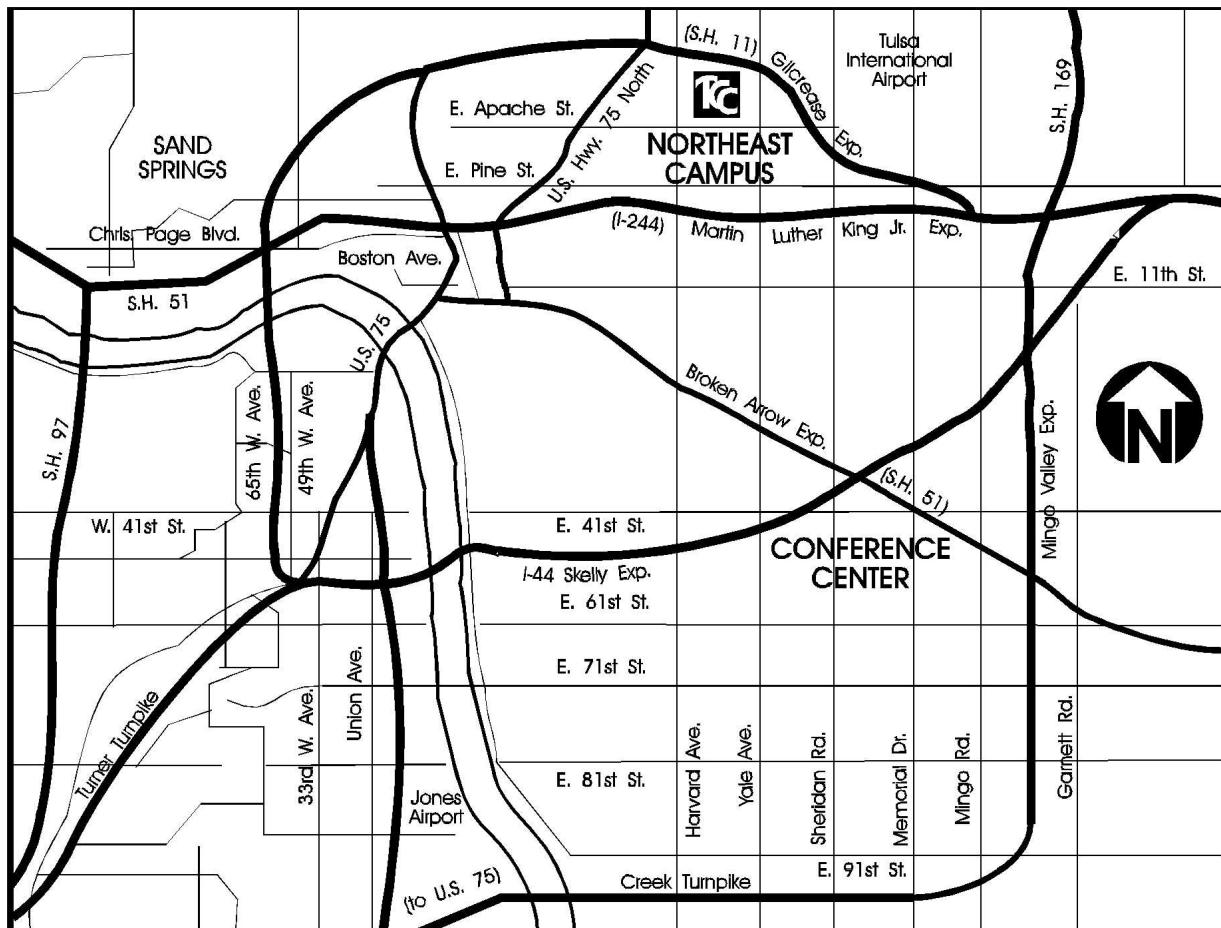
Map and Directions

The Northeast Campus of Tulsa Community College is located at the intersection of North Harvard Avenue and Apache Street.

The address is:

**Tulsa Community College
Northeast Campus**
3727 East Apache Street
Tulsa, OK 74115-3151

The ESL Department (Language Center) is located in room SU109 on the first floor of the Student Union near the Campus Book Store. We recommend that you park in the parking lots on the east side of the campus. Lots 8 and 9 are the closest.





Tulsa Community College
Northeast Campus, SU109
3727 East Apache Street
Tulsa, OK 74115

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