

A Common Blurb for ESL Instructors to Copy and Paste on Syllabi Fall 2018

Text suggested for syllabus inclusion:

Blurb for San Marcos:

Free ESL tutoring is available at the ESL Tutoring Center in H-222 Monday through Thursday from 9:00AM - 7:00PM, Friday from 9:00AM - 6:00PM, and Saturday from 10:00AM - 1:00PM. Walk-ins are welcome; however, to guarantee your own session with a tutor, you should make an appointment by calling (760) 744-1150 ext. 4482 or by seeing staff in H-222. Your student ID number is required.

Tutoring is available starting on Monday, August 27th.

Blurb for Escondido:

Free ESL tutoring is available in the TLC Monday and Wednesday from 9:30AM - 1:30PM, and Monday through Thursday from 3:30PM and 7:00PM. Tutoring in the TLC does not require an appointment. Your student ID number is required, however.

Tutoring may not be available during the first week and the last week of the semester.

Some ideas for requiring your students to meet with a tutor:

1. Design your first assignment in the semester in such a way that requires students to go see a tutor, in part to familiarize themselves with the tutors and the tutoring facility and to get into the habit of using the tutoring service early and often.
2. Require students to see an ESL tutor at least three times over the semester and require proof. (These visits should not all be made during the last few weeks of the semester, though.)
3. Require students to go over assignment instructions with a tutor to make sure they are clear and on the right track.
4. Set a certain number of papers that must be gone over with a tutor per semester.
5. Require the use of an accountability/tracking form when working with a tutor.
6. Require one of the drafts for a writing assignment to be gone over with a tutor before you accept it. (You will work closely with the tutors on this by providing them with an advance copy of your grading/editing rubric, for example.)
7. Re-grade a paper only after the student meets with a tutor over the revision.
8. Highlight targeted grammar errors on student drafts and require students to learn to correct those errors with the help of a tutor. (Tell them you won't grade them down for grammar. Instead, if they learn to get it right, even with help, they will get an A.)

9. Develop DLAs (Directed Learning Activities) based on your students' needs and your course objectives, and require your students to do these activities with a tutor.