



# International Language Campuses

## California Catalog

Santa Barbara  
San Francisco  
San Diego

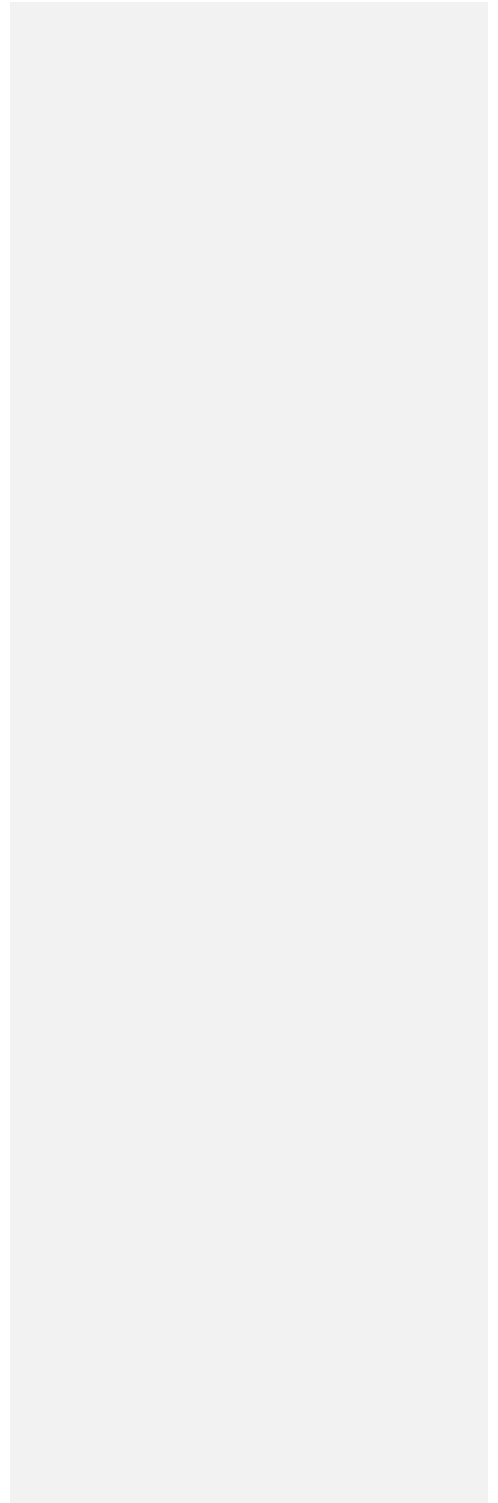
**November 28, 2019-November 27, 2020**

EF's Mission:

**To open the world through education**

### **Statement of Purpose**

*The purpose of EF International Language Campuses is to teach the English language to speakers of other languages, primarily international students studying English as a Foreign Language (EFL). Along with grammar and vocabulary, the skills of speaking, listening, reading and writing are developed in a communicative classroom setting, including the use of instructional technology and a customized, internet-based language-learning system. Involvement in the surrounding community through carefully planned activities and teacher-organized outings, where students can practice English with native speakers, is actively encouraged, as well. (10)*



The Bureau for Private Postsecondary Education in the State of California requires the EF school to publish the following information and to share it with prospective students. In addition to this information, students also receive a brochure and a California Enrollment Agreement.

Note: numbers below refer to the Bureau's Catalog Checklist.

## 2. Catalog updates

This catalog is updated annually in November.

## 3. Catalog availability

The catalog can be obtained online at [www.ef.edu/ilsd](http://www.ef.edu/ilsd) from the California destination pages as well as by requesting one from the school or from the central admissions office, Two Education Circle, Cambridge, MA 02142, Tel. 800-992-1892.

## 4. Name, address, phone and website of the centers

EF International Language Campus  
1421 Chapala Street  
Santa Barbara, CA 93101  
Telephone 805-962-8680; [www.ef.edu/ilsd](http://www.ef.edu/ilsd)

EF International Language Campus  
2748 Hyde Street  
San Francisco, CA 94109  
Telephone 415-409-0800; [www.ef.edu/ilsd](http://www.ef.edu/ilsd)

EF International Language Campus  
3455 Kenyon Street  
San Diego, CA 92110  
Telephone 858-689-9700; [www.ef.edu/ilsd](http://www.ef.edu/ilsd)

## 5, 11, 12 Location of class sessions, facilities and resources

**Santa Barbara:** All classes are held at 1421 Chapala Street, Santa Barbara, CA 93101, year-round. EF in Santa Barbara is Spanish-style colonial with 22 classrooms, 2 computer labs for a total of 40 students, reception, staff offices and one lecture hall, which holds 200 students. The campus is made up of two buildings separated by a courtyard. Each building has two floors.

**San Francisco:** All classes are held at 2748 Hyde Street in the Fisherman's Wharf section of San Francisco. A reception area is located on the ground floor. All classrooms, offices and lounges are located on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The school has 24 classrooms including an 18-seat iLab (computer classroom) and 150-seat lecture hall. 60% of classrooms are equipped with media (projector) capabilities. There are three standing computers on the first floor for student use as well as two additional student computers located in study lounges on the first floor. In addition to classrooms and study lounges, there are two student lounges on the front facing side of the building; A Prayer Room is located on the first floor.

**San Diego:** all classes are held at 3455 Kenyon Street in the Point Loma section of San Diego. Facilities consists of a 10-story building that contains 34 classrooms, 3 iLabs, one lecture room that holds 135, a cafeteria, and a residence that

holds 684 students. Indoor amenities include a cinema, game room, gym, yoga studio, and communal kitchen. Outdoor facilities includes a pool, sand volleyball courts, and a soccer field. There are eight student lounges.

## Resources

All EF students attend EF International Language Campuses for short- or long-term language study only. Language study does not require an extensive scientific library; all resources needed for study are provided by EF and consist of course books and online materials. Long-term students complete projects, some of which involve reading fiction or nonfiction. EF purchases graded readers and authentic fiction and nonfiction for this purpose; students may buy or borrow these readers for the purpose of completing their projects.

EF course books are complemented by online EF course ware which students can access in the EF computer lab (iLab) or on their own computers if available.

All EF students also make frequent use of the internet to obtain information. This may involve researching practical questions, such as nearby restaurant recommendations or planning a museum visit. Students may also use internet-based research for more in-depth research on local history, politics or economics. Such work will be assigned under the close guidance of their teachers. All permanent EF facilities have wireless access throughout the buildings and several student lounges which invite students to work together in the manner of the communicative student-centered classrooms we foster at our centers. There is also a bank of computers for student use in the front lobby.

## 6. Catalog validity

This catalog is valid from November 28, 2019 until November 27, 2020.

## 7. California State approval

The EF International Language Campuses in California are a private institution and is approved to operate by the Bureau for Private Postsecondary Education (BPPE). Approval to operate means compliance with state standards as set forth in the regulations by the Bureau for Private Postsecondary Education.

## 8. Disclosures

This institution has no pending petitions in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, nor has it had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec.1101 et seq.)

## 9. Catalog review

As a prospective student you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact

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Sheet, which must be provided to you prior to signing an enrollment.

### 13. California Bureau of Private Proprietary Education information

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, P.O. Box 980818, Sacramento, CA 95798-0818, Web site address [www.bppe.ca.gov](http://www.bppe.ca.gov), telephone and fax numbers (888)370-7589 or by fax (916)263-1897; (916)431-6959 or by fax (916)263-1897.

### 14. Complaints

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888)370-7589 or by completing a complaint form, which can be obtained on the Bureau's Internet web site, [www.bppe.ca.gov](http://www.bppe.ca.gov).

### 15. NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at EF International Language Campuses is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the EF Certificate or Diploma you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate or diploma that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending EF International Language Campuses to determine if your certificate or diploma will transfer.

### 17 and 18. Admission policies

EF International Language Campuses admit any student who wishes to learn English and is 13 or older (junior programs) or 16 or older for regular language programs. There are no other specific prerequisites; anyone who is not a speaker of English has ability to benefit from EF's programs. The institution has not entered into an articulation requirement with any other institution for the purpose of credit transfer. EF does not award credit for prior experiential learning. Any student 16 years or older may apply to study at an EF school in adult programs (13 years or older for junior programs). All students will undergo a placement test before the start of their course and will be placed in the appropriate language proficiency level. EF will not accept credits earned at other institutions. If a student transfers from another EF English language school, the student will be placed in the same level as in the previous EF school. If the student has been taking

a break of one month or longer between language courses, the student will be retested. At an English language school, credits earned at other institutions are not relevant. Students do not earn credits at a language school; they achieve a level of proficiency. Consequently, EF does not have transfer or articulation agreements with any other institution. Students applying for the University Preparation program have to fulfill certain criteria prior to admission: a special language test (UPiBT), high school transcripts or college transcripts (if applying for pre-MA or pre-MBA), references and a statement of purpose.

### 19. Certification by SEVP

The EF International Language Campuses are certified by the U.S. Department of Homeland Security's Student and Exchange Visitor Program (SEVP) to issue the I-20 eligibility form which enables a prospective student to apply for an F-1 student visa. The EF office in the student's home country can assist with the application process. Receiving an I-20 to attend an EF school is no guarantee for a student visa; the final decision is made by the US Embassy in the student's home country. Students whose visas are denied will receive a full refund.

English language proficiency is not required to attend an EF school, except for the UP program (see above); EF is a language school and exclusively teaches English language. The instructional language at the centers is English.

### 20. Description of courses

This describes all courses offered at EF. All short-term and long-term ("Academic Year") students receive the same types of lessons, which are combined in different ways (see **table** following this narrative). These are the **components** that make up the English language courses at EF. They are described in the brochure. Short-term ("ILS") courses have rolling enrollments with course starts every Monday, whereas long-term ("Academic Year", "University Preparation") courses have set start dates in September, January, April and June. Long-term students may book a course for 6 months or for 9 months (extendable by 3 months).

### Lesson Types

#### **General English lessons**

The largest part of any English course at EF consists of general English lessons. Every student, no matter which course type he or she chooses, receives 20 general English lessons per week, except students who choose Cambridge Exam Preparation, where all lessons consist of Cambridge Exam preparation. The curriculum for general English is developed by EF's central academic team (in Zurich, Switzerland) and currently in its fourth iteration. Based on this curriculum, we have developed our own textbook series (*Ejeka General English*). The curriculum is aligned to the **Common European Framework of Reference: Learning, Teaching, Assessment (CEFR)**, a system of English proficiency levels developed by the Council of Europe (see for example, [http://www.coe.int/t/dg4/linguistic/Cadre1\\_en.asp](http://www.coe.int/t/dg4/linguistic/Cadre1_en.asp)) The six reference levels are formulated in terms of "can do" descriptors, are widely accepted as the European standard for grading an individual's language proficiency and are increasingly becoming more well known in other parts of the

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world as well.

All EF courses consist of 20 general English lessons, except for the Cambridge course.

#### Special Interest lessons (Electives)

In addition to general English lessons, students can choose among a variety of special interest lessons. These vary from school to school, based on student interest, but we anticipate

offering standard ones such as Communication, Pronunciation and Vocabulary & Idioms, along with more specialized ones such as Global Issues, American Culture and English Business Communication.

#### Examination Preparation lessons

The examination preparation course consists of general English lessons and examination preparation special interest lessons, except for the Cambridge Exam preparation course which consists of all exam preparation lessons.

#### Lecture

Two lessons per week are dedicated to a lecture format, in which larger groups of students participate in a lecture-style lesson. Outside speakers (e.g., a representative from an environmental NGO or a theater group) as well as our own teachers may lecture during these lessons. The aim is for students to practice note-taking skills and to learn about cultural topics of interest in California.

#### Course Types

The lesson types described above combine in different ways to make up specific courses, which are shown in the table following this description.

#### ILS Basic Course

The Basic Course consists of general English lessons only and no special interest or lecture lessons. This course is mainly offered in the summer months to short-term students.

#### ILS General English Course

This course (not to be confused with general English *lessons*) consists of 20 general English lessons, four special interest lessons and 2 lecture lessons for a total of 26 lessons per week. It is offered to short-term and long-term (“Academic Year”) students.

#### ILS Intensive English Course

The Intensive English course consists of 20 general English lessons, 10 special interest lessons and 2 lecture lessons for a total of 32 lessons per week. It is also offered to short- and long-term students.

#### ILS Examination Preparation

This course also has 20 general English lesson and 2 lecture lessons and the 10 interest lessons consist of examination preparation for the TOEFL. Some campuses offer full-time Cambridge examination preparation in lieu of general English lessons.

#### Academic Year Courses (also known as Language Year)

The “Academic Year” (long-term) courses are the same as the short-term courses, except that they have set start dates in September, January, April and June. Students may enroll for 6 or 9 months; the 9-month course can be extended by 3 months.

The Advanced Diploma in Business English is a specialized AY course.

#### University Preparation Courses

University preparation courses have set start dates in September, January, April and June. Students may enroll for 6 or 9 months in a University Foundation Year, a pre-MA or a pre-MBA course.

EF Volunteer Experience is not a course type; it is an additional service we offer, where we connect students with non-profit organizations, with which they can volunteer as an extracurricular activity.

See also Overview of Courses at the end of the catalog.

#### No Degrees offered

EF International Language Campuses instruct foreign students who wish to learn or improve their English language proficiency. This is the sole area of instruction. As such EF is a non-degree granting institution. EF also does not prepare students for any professional careers, and is defined by our accreditor, ACCET, as an avocational institution. At the successful completion of their courses, students receive documentation in the form of certificates, diplomas, language assessments and course reports. These are shown in the table below.

#### 22. Accreditation

EF International Language Campuses in the United States are and have been accredited by ACCET (Accrediting Council for Continued Education and Training, [www.accet.org](http://www.accet.org)) for close to 30 years. ACCET is officially recognized by the U.S. Department of Education as a national accreditor and includes Intensive English Programs (IEPs) in its scope for accreditation.

#### 23. Schedule of total charges: see Appendix 2.

#### 24. Student tuition recovery fund

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, are a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF

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Commented [SR7]: Cambridge is in place of GE, regular SPINs

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assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916)431-6959 or (888)370-7589.

To be eligible for STRF, you must be a California resident or be enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or location of the institution within the 120-day period before the closure of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court based on a violation of this chapter by an institution or a representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for the STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or taxpayer identification number.

Because of the short-term nature of studies at EF, EF students do not have social security or taxpayer identification numbers, as they are nonimmigrant students or tourists and their residence is overseas.

## 25. Refund policies

### Residential programs

#### Student's right to cancel

1. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.

2. Cancellation may occur when the student provides a written notice of cancellation at the address of the school provided on page 1. This can be done by mail or by hand delivery.
3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
5. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid less the nonrefundable fees listed on the Enrollment Agreement, section B, within 30 days after the notice of cancellation is received.

#### Withdrawal from the program

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$250.00 within 30 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the school.
- The student has failed to attend class for 30 consecutive calendar days.
- The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of 30 consecutive days. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

#### **26. Faculty qualifications**

EF teachers are selected for personality, dedication, enthusiasm and experience. They lead interactive, communication-based classes that teach real-world language based on current events and everyday topics. The minimum qualifications for English language teachers are a B.A. degree and one or more years of

English as a second or foreign language teaching experience and/or a certificate in Teaching English as a Foreign/ Second Language (CELTA, CertTESOL, TESOL). All of our instructors in our California schools meet or exceed this requirement.

#### **27. Federal and state financial aid programs**

EF International Language Schools do not participate in any U.S. federal and state financial aid programs. Therefore, EF has no policies regarding financial aid. (29)

#### **28. Repayment of loans**

EF International Language Campuses do not participate in any U.S. federal and state financial aid programs. If a student obtains a loan he or she will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. EF does not participate in any federal student financial aid funds, but a student is entitled to a refund of the monies not paid from federal student financial aid funds.

#### **30. Standards for student achievement**

In order to remain in good standing and receive a certificate or diploma at the completion of the course, an EF student must attend a minimum of 80% (90% in UP) of their classes and maintain a C grade average. Students who fail to maintain a C grade average will receive warning letters.

In UP, there are assessment criteria for each class which may include exams, coursework, class participation and homework, per course syllabus. The grade point average (GPA) is used to determine advancement to the next term.

#### **31. Attendance policies**

As a language school certified by the U.S. Department of Homeland Security and accredited by ACCET, EF is obligated to adhere to a consistent attendance policy. Students must attend 80% or more of all their classes in order to receive a certificate or diploma. Students whose attendance falls under 80% for a two-week period will receive a warning letter. Unless attendance improves in the next 2-week period another letter will be issued, up to a third warning after 2 additional weeks. If attendance problems persist after the 3<sup>rd</sup> warning, the students will be expelled and terminated from the Student and Visitor Exchange Program (SEVP).

#### **32. Probation and dismissal policies**

Students who receive academic or attendance warning letters shall be considered to be on probation. If there is no improvement in academic performance and/or attendance after the third warning letter, students will be dismissed and expelled. Students who violate the school code of conduct (signed upon arrival) will receive a warning letter and be considered on probation. A student who commits a federal crime shall be dismissed and expelled from the program.

#### **33. Leave of absence and break in studies policies**

##### **Definitions:**

**A leave of absence** is an extended absence during which a student on an F-1 visa must leave the country (usually in the case of an emergency).

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**A break in study** is a (usually) shorter break in a student's studies, in order to have a vacation, for example.

Both are a temporary break in a student's attendance during which s/he is considered to be continuously enrolled. In order to take a leave of absence/break in studies:

1. A student must request the leave/break **in writing** in advance of the beginning date of the leave/break, unless unforeseen circumstances prevent the student from doing so (see #9. below). If a student does not request a leave/break within a timeframe consistent with the institution's consecutive absence policy, s/he must be withdrawn.
2. Except under the circumstances identified in #3 below, the leave of absence is limited to 180 calendar days in any 12-month period or one-half the published program length, whichever is shorter. Multiple leaves of absence may be permitted provided the total of the leaves does not exceed this limit.
3. A student enrolled under a F-1 or M-1 visa may be granted leaves of absence or vacations in accordance with the regulations of the Department of Homeland Security and the following guidelines: (a) in emergency situations such as a serious illness or a death in the immediate family. Unless otherwise stipulated and documented, the leave is not to extend beyond 50% of the length of period for which the student applied; (b) a vacation policy that allows students to accumulate vacation over an extended period of study. At EF, a student must study continuously for twelve (12) weeks or longer before a break in study will be granted. Academic Year and Semester students have scheduled breaks in study; additional breaks will not be granted except in emergencies. Length and frequency of vacations must not impede student progress and must be reasonable within the context of the institution's curriculum; (c) an extended absence whether it be for a leave of absence or break in study/vacation (more than four weeks) may require retesting upon reentry into the program.
4. The student must sign and date the leave of absence/break in studies request and specify a reason for the leave. The reason must be specified in order for the institution to have a reasonable expectation of the student's return within the timeframe of the leave of absence as requested.
5. The student must attest to understanding the procedures and implications for returning or failing to return to his/her course of study.
6. EF will document its approval of the leave of absence request in accordance with its published policy.
7. EF will not assess the student any additional charges as a result of the leave of absence.
8. An approved leave of absence may be extended for an additional period of time provided that the extension request meets all of the above requirements, and the total length of the leave of absence does not exceed the specified limit, as noted in item # 2 or # 3.
9. If a student must request a break in study due to unforeseen circumstances or an emergency, such as illness or death in the family, the school director will make a decision to grant a break based on individual circumstances presented by the student.

### **34. Student rights and how to address grievances**

We want you to have the best EF experience possible. If you are unhappy in any way, we encourage you to speak with an EF

staff member as soon as possible. If you are unhappy with your English lessons, please first speak with your teacher. Your teacher is here to help and only wants the best for your English education. If you are not comfortable speaking with your teacher, the academic office is always willing to help.

If you are unhappy with your accommodation, please speak with the housing office as soon as possible. If you are unhappy with any other aspect of your course or feel that you did not resolve your issue with any other department, please speak to the School Director. If you do not feel that your issue has been resolved by the School Director, you may contact your overseas admissions office or the Vice President of West Coast Operations manager, Henrik Nilsson, at [Henrik.Nilsson@ef.com](mailto:Henrik.Nilsson@ef.com). At any time in the process, you may also address grievances that have not been resolved by the school with our accreditor, [www.accet.org](http://www.accet.org) or the Bureau for Private Postsecondary Education by calling (888)370-7589 or by completing a complaint form, which can be obtained on the Bureau's Internet web site, [www.bppe.ca.gov](http://www.bppe.ca.gov).

### **35. Student services**

The EF school provides students with a choice in accommodation: a twin in a carefully selected host family with breakfast and dinner Monday-Friday and all meals on weekends (included in the course price). Other housing is available for an additional fee. Additional student services include a full activities and excursion program including free and fee-based activities. EF students can also partake in volunteer experiences to get immersed into their local communities and practice English with native speakers. EF also offers transportation from the Los Angeles Airport to Santa Barbara at \$125 per student per journey; Los Angeles to San Diego \$305; San Diego Airport to school \$35 and San Francisco Airport to the school \$85.

### **36. No job placement possible or offered**

EF offers English language instruction to international students only who are prohibited by the Department of Homeland Security to work in the USA. Therefore, EF's courses are not vocational and do not lead to professional certification and/or job placement in the USA.

### **37. Housing**

EF offers an all-inclusive program, including accommodation. Housing in a twin shared bedroom in a homestay is included in the course price. Students who desire special housing (e.g., a single room or dormitory style rather than a twin homestay) pay an additional price, see below in Appendix 3.

The **EF Homestay** choice consists of a twin room with a carefully selected local host. Breakfast and dinner Monday-Friday and all meals on weekends are included.

Accommodation in a twin room in a host family within one hour's travel distance (on public transportation) is included in EF's course price. Students who wish to find their own accommodation may do so and will receive a refund for housing not used. EF residences are also available in all locations (summer only in Santa Barbara); see Appendix 3 for



details.

### **38. Policy on the retention of student records**

EF retains records of each student who is and has been enrolled in an EF course and has permanent records of all of the following: (1) The degree or certificate granted and the date on which that degree or certificate was granted. (2) The courses and units on which the certificate or degree was based. (3) The grades earned by the student in each of those courses. The electronic record indicates if the student is entitled to a certificate or diploma, i.e., has remained in good standing throughout the course. EF maintains and retains student records indefinitely and students may request a duplicate certificate or diploma at any time at no cost provided that they were a student in good standing.

### **39. Gainful Employment**

EF does not prepare students for gainful employment and therefore does not identify job classifications in its catalog.

### **40. Distance education**

This institution does not offer distance education.

### **41. Documentation available at [www.cf.edu/ilsd](http://www.cf.edu/ilsd)**

BPPE requires EF to provide the following on its website the following documents:

1. This school catalog
2. A School Performance Fact Sheet for each educational program offered by the institution.
3. Students brochures offered by the institution
4. A link to the Bureau's website
5. The institution's most recent annual report.

### **Catalog review**

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

### **Additional Information**

- All students provide their own transportation. Public transportation is available in all locations.
- Linens, towels and pillows are provided for all types of EF accommodation. If you have any special requests that the host family or residence is not able to provide, you may need to purchase this on your own.
- You are responsible for keeping your room, bathroom, and common areas of your accommodation clean and comfortable.
- If you are not living in EF housing, please make sure you inform our housing office of your current address and update us if you move to a new address. The US Department of Homeland Security (immigration) requires all students to register their housing when they are studying, as well as any changes to an address.

**Appendix 1: Overview of Major Course Types Offered at EF**

**Commented [SR12]:** See above, Nov AY intake,AYX 11 months

| Course name  | Total number of weekly 60-minute lessons | Weekly General English lessons (60 minutes)     | Weekly Special Interest Elective lessons | Weekly Lecture Lessons | Duration of course                           | Course start dates              | Course completion documentation                     |
|--|--|---|--|------------------------|--|---------------------------------|---|
| <b>Short-term courses (course lengths vary from 2 weeks and more, based on student choice)</b> |  |   |  |                        |  |                                 |   |
| Basic English  | 13.3/<br>159.6 total                     | 13.3  | None                                     | None                   | 2 weeks to desired length                    | Every Monday                    | Certificate   |
| General English  | 17.3/<br>1428 in total                   | 13.3  | 2.66                                     | 1.33                   | 2 weeks to desired length                    | Every Monday                    | Certificate<br>Course Report<br>Language Assessment |
| General English Plus   | 18/<br>1512 in total                     | 14  | 2.66                                     | 1.33                   | 2 weeks to desired length                    | Every Monday                    | Certificate<br>Course Report<br>Language Assessment |
| Intensive English  | 21.3/<br>1789.2 total                    | 13.3  | 6.66                                     | 1.3                    | 2 weeks to desired length                    | Every Monday                    | Certificate<br>Course Report<br>Language Assessment |
| Examination Preparation  | 21.3/<br>1789.2 in total                 | 13.3  | 6.66                                     | 1.3                    | 8 weeks to desired length                    | Every Monday                    | Certificate<br>Course Report<br>Language Assessment |
| <b>Long-term courses ("Academic Year" or "Semester")</b>                                       |  |   |  |                        |  |                                 |   |
| Academic Year General Course   | 18/<br>1512 in total                     | 14  | 2.66                                     | 1.3                    | 6 months or 9 months, extendable by 3 months | September, January, April, June | Diploma<br>Course Report<br>Language Assessment     |
| Academic Year Intensive Course   | 21.3/<br>1789.2 in total                 | 13.3  | 6.66                                     | 1.3                    | 6 months or 9 months, extendable by 3 months | September, January, April, June | Diploma<br>Course Report<br>Language Assessment     |
| Academic Year Examination Preparation  | 21.3/<br>1,512 in total                  | 13.3  | 6.66                                     | 1.3                    | 6 months or 9 months, extendable by 3 months | September, January, April, June | Diploma<br>Course Report<br>Language Assessment     |
| Advanced Diploma – Business English  | 21.3/<br>1789.2 in total                 | 13.3  | 6.66                                     | 1.3                    | 6 months or 9 months extendable by 3 months  | September, January, April, June | Diploma<br>Course Report<br>Language Assessment     |
| Advanced Diploma – English for Health & Fitness  | 21.3/<br>1789.2 in total                 | 13.3  | 6.66                                     | 1.3                    | 6 months or 9 months extendable by 3 months  | September, January, April, June | Diploma<br>Course Report<br>Language Assessment     |
| University Preparation: University Foundation, Pre-MA, Pre-MBA                                 | 21.3/<br>1789.2 in total                 | All lessons are university preparation lessons. |  |                        | 6 months or 9 months extendable by 3 months  | September, January, April, June | Diploma<br>Course Report<br>Language Assessment     |

## Appendix 2: Schedule of total charges

### 2.1. Tuition and fees for EF Santa Barbara

Tuition, host family accommodation and meals are included in course fees. As course lengths vary for students, the total charges for each student are listed on their California Enrollment Form.

Courses start every Monday.

|                           |  |
|---------------------------|--|
| Enrollment fee            | 195  |
| Cancellation insurance*   | 85   |
| Travel/health insurance** | 81 USD for the first two weeks<br>31 each additional week                                    |
| EF Course Books           | 45 (1-6 weeks)<br>85 (7-12 weeks)<br>120 (13-18 weeks)<br>35 each additional 6-week interval |
| Business English book     | 20   |

### Course Fees (course fees at EF includes twin host family accommodation)

|  | 13.3 hours per week | 17.3/18 hours per we      | 21.3 hours per week | 21.3 hours/week        |
|--|---------------------|---------------------------|---------------------|------------------------|
| Weeks  | Basic               | General                   | Intensive           | Exam                   |
| 2  | 1,090               | 1,190                     | 1,290               |                        |
| 3  | 1,635               | 1,785                     | 1,935               |                        |
| 4  | 2,180               | 2,380                     | 2,580               |                        |
| 5  | 2,725               | 2,975                     | 3,225               |                        |
| 6  | 3,270               | 3,570                     | 3,870               |                        |
| 8  | 4,360               | 4,760                     | 5,160               | 5,240                  |
| 10   | 5,340               | 5,840                     | 6,320               | 6,420                  |
| 12   | 6,320               | 6,920                     | 7,480               | 7,600                  |
| 16   |                     | 9,080                     | 9,800               | 9,960                  |
| 20   |                     | 11,240                    | 12,120              | 12,320                 |
| +1*  |                     | 540                       | 580                 | 590                    |
| *each additional week after a minimum of 8 weeks |                     |                           |                     |                        |
| Summer supplement/wk (Jun-Aug)                   | 50                  | Travel/health insurance** | (semester) \$760    | (academic year) \$1020 |
| EF Volunteer Experience (8 wks)                  | 5,410               | EF Course Books           | (semester) \$145    | (academic year) \$195  |
| EF Academic Year                                 | 16,990              | Business English book     | \$20                |                        |
| Enrollment fee (Academic Year/Semester)          | 250                 |                           |                     |                        |
| Cancellation insurance*                          | 100                 |                           |                     |                        |

\*optional

\*\*Travel/health insurance is mandatory, but you may provide your own proof of insurance.

## 2.2. Tuition and fees for EF San Francisco

Tuition, host family accommodation and meals are included in course fees. As course lengths vary for students, the total charges for each student are listed on their California Enrollment Form.

Courses start every Monday.

|                             |   |
|-----------------------------|---|
| Enrollment fee              | 195   |
| Cancellation insurance*     | 85  |
| Travel/health insurance**   | 81 USD for the first two weeks<br>31 each additional week                                   |
| EF Course Books (1-6 weeks) | 45 (1-6 weeks)<br>85 (7-1 weeks)<br>120 (13-18 weeks)<br>35 each additional 6-week interval |
| Business English book       | 20  |

### Course Fees (course fees at EF includes twin host family accommodation)

13.3 hours per week    17.3/18 hours/week    21.3 hours per week    21.3 hours/week

| Weeks | Basic | General | Intensive | Exam   |
|-------|-------|---------|-----------|--------|
| 2     | 1,250 | 1,390   | 1,570     |        |
| 3     | 1,935 | 2,085   | 2,355     |        |
| 4     | 2,580 | 2,780   | 3,140     |        |
| 5     | 3,225 | 3,475   | 3,925     |        |
| 6     | 3,870 | 4,170   | 4,710     |        |
| 8     | 5,160 | 5,560   | 6,280     | 6,360  |
| 10    | 6,320 | 6,820   | 7,700     | 7,800  |
| 12    | 7,480 | 8,080   | 9,120     | 9,240  |
| 16    |       | 10,600  | 11,960    | 12,120 |
| 20    |       | 13,120  | 14,800    | 15,000 |
| +1*   |       | 630     | 710       | 720    |

\*each additional week after a minimum of 8 weeks

|   |       |                           |  |
|---|-------|---------------------------|--|
| Summer supplement/wk (Jun-Aug)          | 50    | Travel/health insurance** | (semester) \$760<br>(academic year) \$1020 |
| EF Volunteer Experience (8 wks)         | 6,370 | EF Course Books           | (semester) \$145<br>(academic year) \$195  |
| Enrollment fee (Academic Year/Semester) | 250   | Business English book     | \$20                                       |
| Cancellation insurance*                 | 100   |                           |  |

\*optional

\*\*Travel/health insurance is mandatory, but you may provide your own proof of insurance.

### 2.3.Tuition and fees for EF San Diego

Tuition, host family accommodation and meals are included in course fees. As course lengths vary for students, the total charges for each student are listed on their California Enrollment Form.

Courses start every Monday.

|                             |   |
|-----------------------------|---|
| Enrollment fee              | 195   |
| Cancellation insurance*     | 85  |
| Travel/health insurance**   | 81 USD for the first two weeks<br>31 each additional week                                   |
| EF Course Books (1-6 weeks) | 45 (1-6 weeks)<br>85 (7-1 weeks)<br>120 (13-18 weeks)<br>35 each additional 6-week interval |
| Business English book       | 20  |

### Course Fees (course fees at EF includes twin host family accommodation)

13.3 hours per week    17.3/18 hours per we    21.3 hours per week    21.3 hours/week

| Weeks | Basic | General | Intensive | Exam   |
|-------|-------|---------|-----------|--------|
| 2     | 1,290 | 1,390   | 1,570     |        |
| 3     | 1,935 | 2,085   | 2,355     |        |
| 4     | 2,580 | 2,780   | 3,140     |        |
| 5     | 3,225 | 3,475   | 3,925     |        |
| 6     | 3,870 | 4,170   | 4,710     |        |
| 8     | 5,160 | 5,560   | 6,280     | 6,360  |
| 10    | 6,320 | 6,820   | 7,700     | 7,800  |
| 12    | 7,480 | 8,080   | 9,120     | 9,240  |
| 16    |       | 10,600  | 11,960    | 12,120 |
| 20    |       | 13,120  | 14,800    | 15,000 |
| +1*   |       | 630     | 710       | 720    |

\*each additional week after a minimum of 8 weeks

|   |       |                           |   |
|---|-------|---------------------------|---|
| Summer supplement/wk (Jun-Aug)          | 50    | Travel/health insurance** | (semester) \$760<br>academic year) \$1020 |
| EF Volunteer Experience (8 wks)         | 6,370 | EF Course Books           | (semester) \$145<br>(academic year) \$195 |
| Enrollment fee (Academic Year/Semester) | 250   | Business English book     | \$20                                      |
| Cancellation insurance*                 | 100   |                           |   |

\*optional

\*\*Travel/health insurance is mandatory, but you may provide your own proof of insurance.

**Appendix 3.1: Accommodation types offered in Santa Barbara**

| <b>Type of Accommodation</b>  | <b>Description</b>   | <b>Meals</b>   |
|-------------------------------|--|--|
| Host Family                   | Typically 2–4 students per home. Twin or Single rooms.           | Monday–Friday: Half board<br>Saturday/Sunday: Full board |
| EF Residence<br>(summer only) | 3-4 students per room  | Half board   |
| Own accommodation             | Please inform the EF school of your address as soon as possible. |  |

**Pricelist for housing services**

| <b>Housing type</b>   | <b>Price</b>  |
|-----------------------|---|
| Twin homestay         | Included in course fee; single room: \$50/week supplement |
| EF residence (summer) | \$245 per week (half board, summer only)                  |

**Appendix 3.2: Accommodation types offered in San Francisco**

| <b>Type of Accommodation</b> | <b>Description</b>   | <b>Meals</b>   |
|------------------------------|--|--|
| Host Family                  | Typically 2–4 students per home. Twin or Single rooms.           | Monday–Friday: Half Board<br>Saturday/Sunday: Full Board |
| EF Residence                 | Triple, twin, single rooms                                       | Self-catering  |
| Own accommodation            | Please inform the EF school of your address as soon as possible. |  |

**Pricelist for housing services**

| <b>Housing type</b>    | <b>Price</b>   |
|------------------------|--|
| Twin homestay          | Included in course fee; single room: \$50/week supplement                      |
| EF residence (The Hub) | Triple/quad from \$110/week; twin from \$175/week, \$185 ensuite; single \$250 |

**Appendix 3.3: Accommodation types offered in San Diego**

| <b>Type of Accommodation</b> | <b>Description</b>  | <b>Meals</b>   |
|------------------------------|---|--|
| Host Family                  | Typically 2–4 students per home. Single rooms available at extra cost | Monday–Friday: Half Board<br>Saturday/Sunday: Full Board |
| EF Residence                 | 3-4 students per room (included in fee)<br>Twin at extra cost         | Half board   |
| Own accommodation            | Please inform the EF school of your address as soon as possible.      |  |

**Pricelist for housing services**

| <b>Housing type</b> | <b>Price</b> |
|---------------------|--------------|
|---------------------|--------------|

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|               |   |
|---------------|---|
| Twin homestay | Included in course fee; single room: \$50/week supplement |
| EF Residence  | Triple/quad included; twin from \$150/week                |

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