

## English Learner Guide Training Academic Unit FAQ

| Q   | A   |
|---|---|
| <ul style="list-style-type: none"> <li>How many units will I receive?</li> </ul>  | Participants receive 1 unit. An academic unit is applicable to a higher education degree. For a BA/BS or MA/MS, participants may want to complete the one (1) academic unit. This unit counts as an elective course.  |
| <ul style="list-style-type: none"> <li>How much does it cost?</li> </ul>  | The cost for 1 academic unit is \$125.00  |
| <ul style="list-style-type: none"> <li>How do I register?</li> <li>How do I pay?</li> <li>Can I write a check?</li> <li>To whom do I write the check?</li> <li>How long do I have to register for the class after the training is completed?</li> </ul>   | Fill out the attached CSUCI Extended Education enrollment form, print it, and enroll by fax, mail or phone at the numbers and address provided. Students may pay for the course with a credit card (MasterCard) or by check made out to CSUCI. Cash is not accepted. <b>You MUST register within 7 days of the training.</b>  |
| <ul style="list-style-type: none"> <li>Why do I have to give my SSN?</li> </ul>   | Students must provide a Social Security number because it is required by CSUCI. This is your student ID for the university's records.   |
| <ul style="list-style-type: none"> <li>What do I have to do to in the course?</li> <li>What are the requirements for the course?</li> <li>Do I have homework?</li> <li>Are there any tests?</li> <li>When and where do I submit my assignment?</li> </ul> | Attendance at the one (1) day training is required. You must sign in and out to verify attendance. The sign in/out sheet will be sent to CSUCI. Students also need to complete the following assignments:<br>(1) Read the Preschool English Learners Resource Guide.<br>(2) Implement at least two of the strategies discussed in Chapter 8 of the guide. Write at least a two-page paper and describe how you implemented these strategies into your classroom/program. Discuss your successes and other strategies that you will implement in the future.<br>Submit the completed assignment within 30 days to the following address: DR Fee Based Training, 333 N. Lantana St. Suite #277, Camarillo, CA 93010 |
| <ul style="list-style-type: none"> <li>Will I get a refund if I do not complete the assignments?</li> </ul>   | There are NO refunds. Please try to plan ahead to avoid disappointment.   |
| <ul style="list-style-type: none"> <li>Is this professional growth?</li> <li>How do I get professional growth?</li> <li>Will we get a certificate?</li> </ul>   | Professional growth must be approved by the participant's agency. A certificate is provided to each attendee to verify attendance. This unit is actually true college credit. Students registered in the course will receive a separate certificate for the unit.   |
| <ul style="list-style-type: none"> <li>How do I request a transcript?</li> </ul>  | Official transcript are issued by CSUCI directly. Information on how to order your transcript can be found here:<br><a href="http://www.csuci.edu/records-registration/official-transcript.htm">http://www.csuci.edu/records-registration/official-transcript.htm</a>   |
| <ul style="list-style-type: none"> <li>Do I get a grade?</li> </ul>   | The assignment is graded when enrolled for an academic unit. Grades are posted after the end of the semester.   |
| <ul style="list-style-type: none"> <li>What if I have other questions?</li> </ul>   | For any other questions about this process, please call Maria Lazaro at 805-465-4400.   |

## **Assignment for Academic Credit**

**Course Title: Preschool English Learners**

**Dept. & Course: ECS 905**

### **Description:**

This one-day training course concentrates on the *Preschool English Learners Resource Guide* (PEL Guide) developed by the California Department of Education, Child Development Division. This training is offered for teachers in state-funded and other childcare programs. One unit of academic credit will be offered to students based on their attendance in class and the successful completion of assignments. Students must also sign in and out to verify their attendance at the training. To receive credit, students must register using the attached CSUCI registration form and mail it to the address on the form.

The class will meet in-person once for a (1) one-day training. The following written assignment will need to be taken back to the classroom, completed and turned within 30 days of the training to the address on the bottom of the page. The remaining contact hours of course time will include feedback on the assignment and the assignment itself. All contact time for the remaining hours will be via email, phone or fax.

### **Assignment for Academic Unit ONLY**

Each student is required to:

1. Read the PEL Guide (pages 1- 126)
2. Complete a written assignment two pages in length.

Implement at least two strategies that are discussed in the PEL Guide. It is expected that students will use the knowledge gained in the class along with their readings to implement strategies, gather evidence of how they worked and write up their successes and challenges. Students will write at least a two-page paper describing how they implemented these strategies into their classroom/program and discuss the successes and challenges. Students will also discuss in the paper, which strategies they will continue to use, and new strategies to try.

The assignment is graded based upon the understanding of the content of the PEL Guide, not on child outcomes. It is expected that students will use the knowledge received during the one-day training in addition to information read in the guide to complete the written assignment.

Mail completed assignment to:

Maria Lazaro

Desired Results and CPIN Projects

333 N. Lantana St. Suite 277

Camarillo, CA 93010

[mlazaro@wested.org](mailto:mlazaro@wested.org)

805-465-4400

**CALIFORNIA STATE UNIVERSITY AT CHANNEL ISLANDS (CSUCI)**

**EXTENDED EDUCATION**

**ACADEMIC UNITS – Fall 2016**

**Course you wish to enroll in:**

| Course Title               | Dept. & Course #<br>(e.g. BUS 200) | Class # | Units | Fee   |
|----------------------------|------------------------------------|---------|-------|-------|
| Preschool English Learners | ECS 905                            | 2835    | 1     | \$125 |

## Continuing Education Unit (CEU) Credit FAQ English Learner Guide Training

**CEU credit:** “Continuing Education Units” are offered for various professional development courses. CEU are used when employers, relicensure agencies, school districts and other authorities require a specified number of hours of noncredit study for career advancement. CEU are not accepted for academic credit and do not apply toward degree programs or meet teaching credential requirements.

| Q   | A   |
|---|---|
| <ul style="list-style-type: none"> <li>What unit should I choose?</li> <li>How many units do I get?</li> </ul>  | CEU cannot be applied towards a degree, but may be required by employers.   |
| <ul style="list-style-type: none"> <li>How much does it cost?</li> </ul>  | The cost for 1.5 continuing education units (CEU) is \$112.50.  |
| <ul style="list-style-type: none"> <li>How do I register?</li> <li>How do I pay?</li> <li>Can I write a check?</li> <li>To whom do I write the check?</li> <li>How long do I have to register for the class after the training is completed?</li> </ul> | Fill out the attached CSUCI Extended Education enrollment form, print it, and enroll by fax, mail or phone at the numbers and address provided. You may pay for the course with a credit card (MasterCard) or by check made out to CSUCI. Cash is not accepted. <b>You MUST register within 7 days of the training.</b> |
| <ul style="list-style-type: none"> <li>Why do I have to give my SSN?</li> </ul>   | Students must provide a Social Security number because it is required to register in a course with CSUCI.   |
| <ul style="list-style-type: none"> <li>What do I have to do to in the course?</li> <li>What are the requirements for the course?</li> <li>Do I have homework?</li> </ul>  | Attendance at the one (1) day training is required. You must sign in and out at the training. The sign in sheet will be sent to CSUCI to verify attendance. You are not required to turn in an assignment to receive continuing education units.  |
| <ul style="list-style-type: none"> <li>Is this professional growth?</li> <li>How do I get professional growth?</li> <li>Will we get a certificate?</li> </ul>   | Professional growth is something that your agency approves for each participant. A certificate is given out to each attendee to verify attendance. CEU are true college credits. If you have registered for the course, you will receive a separate certificate for your units.   |
| <ul style="list-style-type: none"> <li>How do I request a transcript?</li> </ul>  | For an official transcript, contact CSUCI directly. Information on how to order your transcript can be found here: <a href="http://www.csuci.edu/records-registration/official-transcript.htm">http://www.csuci.edu/records-registration/official-transcript.htm</a>  |
| <ul style="list-style-type: none"> <li>Do I get a grade?</li> </ul>   | With continuing education units (CEU), you will receive a Credit or No Credit report.   |
| <ul style="list-style-type: none"> <li>What if I have other questions?</li> </ul>   | If you have any other questions about this process, please call Maria Lazaro at 805-465-4400.   |

**CALIFORNIA STATE UNIVERSITY AT CHANNEL ISLANDS (CSUCI) EXTENDED  
EDUCATION**

**CONTINUING EDUCATION UNITS (CEU) – Fall 2016**

| Course Title              | Dept. & Course #<br>(e.g. BUS 200) | Class # | CEU | Fee      |
|---------------------------|------------------------------------|---------|-----|----------|
| Preschool English Learner | ECS 805                            | 2832    | 1.5 | \$112.50 |



Channel Islands  
CALIFORNIA STATE UNIVERSITY

## Extended University

### ENROLLMENT FORM EDUC Courses

Date: \_\_\_\_\_ Birthdate: \_\_\_\_\_ SS #: \_\_\_\_\_ Term/Year: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Other)

Email: \_\_\_\_\_

Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

- |  |                 |                             |
|--|-----------------|-----------------------------|
| <input type="checkbox"/> ECS 905, Preschool English Learner (2835) | 8/1/16-12/23/16 | Academic Unit Fee: \$125.00 |
| <input type="checkbox"/> ECS 805, Preschool English Learner (2832) | 8/1/16-12/23/16 | CEU Fee: \$112.50           |

Total: \_\_\_\_\_

Credit Card #: \_\_\_\_\_ AMEX: ☐ MasterCard: ☐ Discover: ☐

Exp Date: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

Check (Make payable to CSUCI): Check # \_\_\_\_\_

Enroll in person or by mail at: CSU Channel Islands Extended University  
Sage Hall 2109  
One University Drive  
Camarillo, CA 93012  
FAX: (805) 437-8859 or  
Phone: (805) 437-2748

### **REFUNDS**

For CEU and non-credit courses, refund requests must be made in writing and received before the course begins. CSU Channel Islands retains \$20 of refunded fees as a processing fee. For degree credit courses, see University catalog and Schedule of Classes for refund dates and policies.