



Information for On-line Programs

Instructions: Please respond to the questions below. Then save this document, and send it as an email attachment to astover@email.arizona.edu (Dr. Alfred Stover, Assistant Director of Outreach and Development). Please remember that the more information you provide, the easier it will be for us to generate a proposal and budget for you. Thank you.

First of all, please provide us with contact information:

Name:
 Title:
 Mailing address:
 Email address:
 Telephone:
 Fax:

Program Focus: Please describe the type(s) of online programs you would like CESL to provide. Please try to be as specific as possible.

Content: Would you like a special content or a special focus to the program? For example, for language training, students could have, among other choices, an American Studies or an English for science or business curriculum. For teacher training programs, the program could focus on all aspects of teaching or on selected parts of the teaching process such as CALL or academic writing.

Program Goal: What would you like the participants to achieve through their use of the proposed online program?

Language Level: Please describe the average language level of the participants. Place an X in the appropriate space.

	Advanced	High Intermediate	Intermediate	Low intermediate	Beginning
Listening					
Speaking					
Reading					
Writing					

Please include information about their past studies, if possible, and their English language experience as it relates to the proposed program.

Are standardized test scores (TOEFL, IELTS, etc.) available for participants? If so, it would be helpful to provide CESL with an average score of the participants and the range of the test scores.

Name of Test _____
 Average Score _____
 High score in the group _____
 Low score in the group _____

Please describe the computer literacy of the target population.

Please describe the technology available to students, including what hardware students have access to (e.g. web cams, digital video cameras, scanners, etc.)

Estimated Number of Participants: _____

What is the projected starting date of the program?

How many hours of instruction per week do you envision as part of this project?

How many total hours of instruction would you consider optimal for these lessons?

What special requests would you like us to consider in preparing our proposal?

Please save your completed document and send to astover@email.arizona.edu. We will respond shortly with follow-up questions as we prepare a budget for your proposal. Thank you.

Special Program Contact Information:

Dr. Alfred Stover, Assistant Director of Outreach and Development
Center for English as a Second Language
The University of Arizona
P.O. Box 210024
Tucson, AZ 85721-0024
Email: astover@email.arizona.edu
Phone Number: 520-6221-9307
Fax Number: 520-621-9180
www.cesl.arizona.edu