



## Customized Program FAQ Sheet

Please read before submitting a request for a customized program!

**1. Why should you choose a customized program instead of one of CESL's regularly scheduled programs, for example the Intensive English Program (IEP) or the 100 hour Teaching English as a Foreign Language (TEFL) Training Program?**

A customized program is a good idea if a special curricular emphasis is desired, if the instruction is for a special group, if special dates are necessary, or if regular CESL programs are not workable for other reasons.

**2. What do you mean by a special curricular emphasis?**

For example, a group may want an American Studies, English for business, or English for medical purposes curriculum. Other groups may want extensive excursions or visits to sites related to the goals of the program.

**3. How do customized programs compare in cost to CESL's IEP or regular Teacher Training programs?**

Undoubtedly a customized program will be more expensive. The tuition for CESL's Intensive English Program is \$1125.00/month, plus fees like health insurance and others. The tuition for our 100 hour Full TEFL Certificate Program (4 weeks) is \$1500.00, plus fees. Customized programs could be more than twice as expensive as a regular program, depending on selected program features.

**4. Specifically, why are customized programs more expensive?**

Customized programs often include a number of the following features, each of which can add significant costs:

- a. Program coordinator
- b. Specialized admission handling
- c. Guest speakers (usually paid an honorarium)
- d. Excursions (includes transportation and entrance fees)
- e. Trip to the Grand Canyon (bus rental, hotel, park fees)
- f. Peer student counselors
- g. Smaller classes (requiring additional faculty)
- h. Special curriculum (to be developed)
- i. Special materials (to be created)
- j. Additional hours of instruction
- k. Additional reporting and record keeping
- l. Included Recreation Center membership
- m. Development of online lessons used after or during the program created for the program
- n. Housing (for entire group in the same facility)
- o. Extra support staff—student workers (lab)
- p. Classroom charges
- q. Special classrooms
- r. Financial services/charges

**5. Why is housing different from a regular program?**

For a customized program, housing is often included in the program budget to make logistics easier for the customer in that CESL handles all arrangements. Housing arranged by CESL for customized programs is slightly more expensive due to university procedural costs and tax issues. Students in our regular programs often arrange their own housing thereby finding accommodations within their budgets.

**6. How can the costs of a customized program be reduced?**

A customized program will still be more expensive than the regular IEP or the regularly scheduled TEFL Program, but it can be less costly by adjusting one of many additional customized features.

Ways to reduce costs in a customized program include

- a. increasing class size
- b. shortening the program duration
- c. reducing instruction to 18 hours/week (the minimum required by U.S. Immigration)
- d. making judicious use of activities requiring travel (company visits, excursions)
- e. decreasing the number of guest presenters
- f. making your own housing arrangements
- g. using existing CESL online offerings in your country (for example, the 45 hour basic TEFL)
- h. holding a program in your country and not at the University of Arizona
  
- i. Bringing a team of CESL professionals to your country will be less expensive than sending a large group to Tucson. An added benefit is that the size of the student body may in fact be larger if the expense of travel to the U.S. is eliminated. The CESL team would require housing, transportation, office support, computer and internet access and other necessities. CESL is portable and is most happy to provide services worldwide.

**7. You mentioned excursions. What kind of excursions does CESL provide?**

CESL provides excursions that are related to, enhance and complement the customized program linguistically, culturally and/or educationally. For example, an English for Business program may visit several companies in Tucson. An American Studies program may visit places of historic and cultural interest. A teacher training program might visit nearby schools. A trip to the Grand Canyon is offered to all customized groups and to everyone in our regular programs due to its cultural and historical significance. However, CESL is not a travel agency. CESL is happy to provide groups with a travel agency referral so that participants can plan trips on their own. These trips would be considered private, non-program, trips and they must not interfere in any way with the customized program. Students are free to travel only as their visas permit.

**8. What advice can you give?**

If your group is able to attend a regular CESL session (IEP or TEFL Certificate), that is certainly the most cost efficient option. This reduces costs and presents more opportunities for your students to interact with students from all over the world, which is often beneficial for language learners. If your group requires a special curriculum, has special dates, or has other special needs CESL will be more than happy to provide a proposal and a budget for a program at the University of Arizona or elsewhere.

**9. Can CESL turn down a program?**

Yes, if particular program requests fall outside our academic mission or capabilities, we may decline to offer you a program. This would be determined during the proposal drafting stage.