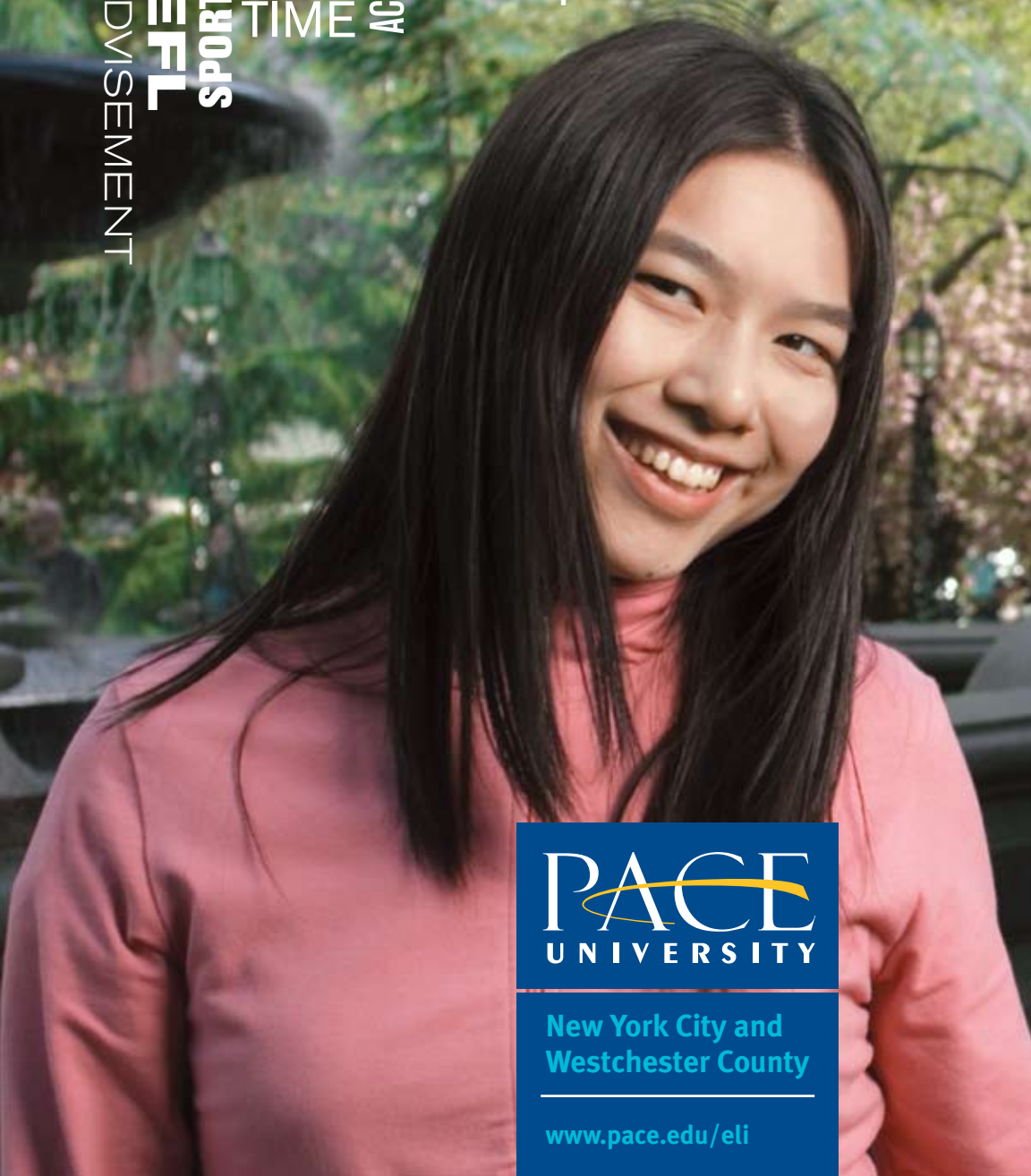


WESTCHESTER COMMUNICATION SKILLS
ENGLISH NEW YORK PRE-LAW
LANGUAGE INSTITUTE CITY INTENSIVE
IMMERSION CLASSES
CAREER ADVANCEMENT PREGRAD
PREUNDERGRAD
HOUSING PART-TIME ACADEMICS SOCIAL TIME FULL-TIME INTERACTION
SPORTS
TOEFL
BENEFITS
ADVISEMENT



PACE
UNIVERSITY

New York City and
Westchester County

www.pace.edu/eli



Greetings from the English Language Institute!

The English Language Institute at Pace University will help you improve your English skills for academic study, career advancement, and personal enrichment. We have a variety of intensive programs to meet your needs, taught by experienced, dedicated professionals with advanced degrees. You will also have a chance to participate in cultural and social activities organized by the English Language Institute so you can use English in real-life situations.

When you are at the English Language Institute, you will have access to Pace University events, libraries, computer labs, cafeterias, sports centers, academic support centers, health care and counseling services, and international student advisers. If you are considering undergraduate or graduate study, we can help you to explore the many possibilities at Pace University.

Our New York City and Westchester locations allow you to choose a big city or a suburban setting for your studies. The New York City campus, located in the heart of lower Manhattan near Chinatown, Little Italy, and Wall Street, allows you to participate in the excitement of the city. The Westchester campus, located in the town of Pleasantville, is just 40 minutes by train from New York City, and allows you to enjoy a suburban atmosphere within reach of the cultural activities of New York. The Westchester campus offers students free access to the Goldstein Health and Fitness Center, complete with swimming pool, intramural sports, and exercise classes.

Please be sure to contact us if you have questions or if you need assistance in applying to the English Language Institute. We look forward to welcoming you to Pace University's English Language Institute, where our mission is to help you realize your goals and dreams.

Brian Hickey
Brian Hickey
University Director

Lisa Kraft
Lisa Kraft
Associate Director
New York City Campus

Barbara Colmer
Barbara Colmer
Program Manager
Westchester Campus



ELI Highlights

The English Language Institute (ELI) at Pace University is the perfect place to immerse yourself in the study of the English language and American culture.

- Conditional admission available to qualified students for undergraduate and graduate degree programs at Pace University
- TOEFL exam is not required for the ELI program
- Small classes; helpful, friendly staff and instructors
- Multimedia language lab with English CDs and test preparation
- Undergraduate and graduate credit courses available to qualified students
- Affordable housing available in campus dormitories and nearby student residences
- Immigration counseling and assistance with visa questions
- Academic counseling and assistance with college applications
- Full program of exciting cultural events

Programs of Study

The English Language Institute at Pace University offers international students the opportunity to improve their English skills through five intensive programs of study:

- Intensive English Program
- Pre-Undergraduate Program
- Pre-Graduate Program
- Pre-Law Program
- Business English Intensive Immersion Program

Programs are offered throughout the year.

Students may begin their studies at these times:

- January (Winter)
- January and March (Spring I and II)
- June and July (Summer I and II)
- September and October (Fall I and II)

Placement tests enable our staff to help students choose programs that match their English learning needs. A professional adviser helps students design individualized programs. Full-time intensive study requires 18 hours of classes per week.





Special Programs

Short-term programs for groups and individuals can be arranged any time during the year. Special course packages include English plus business, nursing, public administration as well as customized programs for groups interested in professional development in a specific area. Customized programs can include both academic instruction and cultural excursions. Housing is available for certain groups and individuals.

Intensive English Program

The Intensive English Program is designed to help students, visitors, and immigrants improve their English skills for academic study, career advancement, and personal enrichment. The curriculum integrates grammar, reading, writing, speaking, and listening into its different course selections.

The Intensive English Program offers four levels of instruction, from beginning to advanced. Each level lasts one term (14 weeks); students move to the next level after successfully completing the previous level.

All students have access to Pace facilities, including a language lab where students can practice listening, speaking, pronunciation, and TOEFL/GMAT skills in an interactive, multimedia resource center.

Core Skills Courses

- Grammar and Writing
- Conversation and Listening
- Oral Skills
- Reading and Vocabulary

Elective Courses

- Pronunciation: Consonants and Vowels
- Pronunciation: Intonation, Stress, and Rhythm
- Idioms
- Vocabulary Building
- Film
- Producing a Student Newsletter
- American Law and Culture
- Real-Life English
- English Skills Workshop

SAMPLE SCHEDULE

	Morning	Lunch	Afternoon
Monday	Grammar/Writing	Lunch	Conversation/Listening
Tuesday	Reading/Vocabulary	Lunch	Pronunciation
Wednesday	Grammar/Writing	Lunch	Conversation/Listening
Thursday	Reading/Vocabulary	Lunch	Pronunciation
Friday	Scheduled Activities, Multimedia Lab, or Free Time		



Pre-Undergraduate Program

Are you an advanced-level U.S. immigrant or international student who is planning to attend a college or university in the U.S.? If so, the English Language Institute Pre-Undergraduate Program is for you.

Benefits to Students

- Prepare for studies in an American undergraduate degree program
- Receive academic advisement and counseling
- Improve reading and study skills
- Acquire research paper and essay writing skills
- Take undergraduate credit classes

Curriculum

Academic Writing

The purpose of this course is to introduce students to college-level reading and writing and to explore issues in American culture. Students are expected to read and think critically about assigned texts in order to develop effective written essays. Students learn how to compose persuasive, cause-and-effect, narrative, and other types of essays. Students improve their grammar in the context of their own writing.

Academic Skills

This course simulates a college classroom in order to provide the skills necessary to succeed in an academic setting. Students write an American-style research paper, learn academic reading and test-taking strategies, and develop their ability to listen and take notes during an academic lecture.

“To go from a Russian university to an American MBA program is a big jump. The educational systems are so different. The ELI Pre-Graduate Program is an introduction to the American MBA. It gave me essential presentation skills and taught me how to write a research paper and do a case analysis. It made me speak and think critically in English.”

—Igor Kuznetsov, Russia

Pre-Graduate Program

Are you an advanced-level student who wishes to apply to graduate programs, but need to improve your English skills and raise your test scores? Or have you already been accepted to a graduate program at an English-speaking university and want to prepare for graduate studies? If so, the English Language Institute (ELI) Pre-Graduate Program is for you.

SAMPLE SCHEDULE

	Morning	Lunch	Afternoon
Monday	Academic Skills	Lunch	TOEFL Prep
Tuesday	Academic Writing	Lunch	University Credit Course
Wednesday	Academic Skills	Lunch	TOEFL Prep
Thursday	Academic Writing	Lunch	University Credit Course
Friday	Scheduled Activities, Multimedia Lab, or Free Time		

Note: Students who enter in September or January enroll for 14 weeks. Students may also begin at midterm. Students may take any of the electives listed in the Intensive and Pre-Graduate programs.

Our data shows that students who begin in the ELI and apply to Pace degree programs have a 90 percent chance of being accepted. These students not only meet academic qualifications, but also are able to reach their desired TOEFL and GMAT scores.

Benefits to Students

- Prepare for studies in a U.S. degree-granting program
- Improve academic reading, writing, and study skills
- Acquire speaking and oral presentation skills
- Learn library and internet research skills
- Attend lectures given by Pace faculty
- Receive academic advisement
- Visit New York City-based companies and notable sites

Curriculum

Academic Skills

Students learn the critical thinking, research, and writing skills needed for an American graduate program of study. Problems taken directly from American business and culture are the main source of student projects. Guest lecturers include leaders in the world of busi-

ness who help students to understand the American business environment.

Communication Skills

Students learn group discussion and class presentation skills. Students work on typical graduate projects and use their new skills to organize, research, and deliver academic presentations.

Electives

TOEFL Test Preparation/GMAT Preparation

Students learn the format of the required TOEFL and GMAT tests. Students practice test-taking strategies, time management, and other techniques. Students use real and practice exams, review English grammar, vocabulary, and math.

TOEFL Preparation

Students learn the format of and prepare for the new TOEFL Internet-based test (TOEFL iBT), including the new Speaking section. Students practice test-taking strategies, and review English grammar and vocabulary.



SAMPLE SCHEDULE

	Morning	Lunch	Afternoon	Evening
Monday	TOEFL Writing	Lunch	TOEFL Prep	GMAT Prep
Tuesday	Communication Skills	Lunch	Academic Skills	GMAT Prep
Wednesday	TOEFL Writing	Lunch	TOEFL Prep	GMAT Prep
Thursday	Communication Skills	Lunch	Academic Skills	GMAT Prep
Friday	Scheduled Activities, Multimedia Lab, or Free Time			

Note: Students who enter in September or January enroll for 14 weeks. Students may also begin at midterm. Students may take any of the electives listed in the Intensive and Pre-Graduate programs.

TOEFL Writing

Students develop skills and strategies for writing the TOEFL essay. The skills students learn include decoding topics, speed outlining, developing ideas, introductory paragraphs, unified support paragraphs, concluding paragraphs, transitions, editing, and sentence structure. Through weekly written assignments, students will become more comfortable working within the 30-minute time limit.

Introduction to TOEFL Preparation

This course is for intermediate students interested in taking the TOEFL iBT exam in the future as well as those who want to improve their basic skills. Students use real tests and learn test-taking strategies. This is a beginning course, and much of the time is spent on strengthening the basics of English grammar, reading, and listening.

Special Courses

Case Studies and the Art of Problem Solving

This course focuses on the case study method, an important teaching tool in Master of Business Administration (MBA) programs. Students solve real world business problems, learn how to analyze the problems individually and in groups, make decisions, and present their solutions to the class. Learning these skills is essential for success in business school.

American Business Culture

Through class activities, guest speakers, films, Internet research, and team presentations, students learn the values and customs of American businesses. The class focuses on how to use teamwork to solve business problems and present solutions.

“Many, many thanks! English for Professionals gave me the key tools to help solve my problems. I feel the teacher is a real expert in accent reduction. She can pick even minor variances in pronunciation and find the way to improve them. I’m sure I’m getting better.”

—Xiaowen Qiu, attorney







Pre-Law Program (English for Lawyers)

Are you a lawyer planning to apply to a Master of Laws (LLM) program in the United States? Do you need to improve your legal vocabulary and academic skills or to raise your TOEFL exam score? Or have you already been accepted to a graduate law program in the United States and want to prepare for your graduate studies? If so, the English Language Institute (ELI) Pre-Law Program is for you.

This program is designed to provide international LLM students with the language and academic skills to succeed in an American law school. The program is also designed to enhance their English-language law vocabulary and understanding of American laws.

Benefits to Student

- Attend classes at the Pace University Law School campus taught by instructors with law and TESOL degrees, legal and teaching experience
- Improve legal academic reading, writing, speaking, and listening skills
- Learn about U.S. common law and the legal education system
- Attend lectures given by Pace Law School faculty
- Visit U.S. courthouses and law firms, observe trials, and talk with attorneys and judges

Curriculum

Legal Writing

This course provides practice in writing legal English, including outlining, summarizing, paraphrasing, synthesizing, persuading, and developing academic legal style. Writing tasks will include drafting letters, memoranda, short essays, and other legal writing. Grammar and vocabulary will be taught as needed.

Reading Legal Materials

This course is designed to help LLM students learn reading strategies for processing legal texts. Emphasis will be placed on cases dealing with U.S. common law with a focus on classic legal cases. Students will orally brief, discuss, analyze, and critique assigned readings. Legal vocabulary and concepts will be reviewed and taught in the context of the readings.

SAMPLE SCHEDULE

	Morning	Lunch	Afternoon
Monday	Legal Writing	Lunch	Reading Legal Materials
Tuesday	U.S. Law and Legal Education	Lunch	Listening and Speaking Skills
Wednesday	Legal Writing	Lunch	Reading Legal Materials
Tuesday	U.S. Law and Legal Education	Lunch	Listening and Speaking Skills
Friday	Visit courthouses and law firms, meet attorneys and judges and observe civil and criminal trials, tour the Pace Law School library and learn about legal databases		

“The course was well organized. The instructor was very clear and knowledgeable. I’ve improved my business writing, which is valuable for my professional interactions.”

–Saida Rakhmanova, Trader Associate

Listening and Speaking Skills for Law School

This course provides practice with a variety of speaking activities common in an American law school class, including asking and answering questions, debates, discussions, and presentations. Students practice giving individual presentations with the focus on choosing relevant content, developing an effective method of organization, and delivering in a clear speaking style. Students are exposed to the Socratic method of teaching used by U.S. law school professors. Pronunciation, stress, and intonation as well as grammar and vocabulary are taught as needed in the context of speaking activities.

U.S. Law and Legal Education

This course is designed to introduce the international LLM student to American law by examining U.S. common law reasoning and analysis and the traditions on which it is based, the U.S. Federal System, and the U.S. legal profession. The course also introduces students to the U.S. law school curriculum, pedagogy, examinations, grading, and expectations of students.

English for Professionals

The English for Professionals (EFP) Program trains participants in practical business English and business culture in the United States. All training is highly interactive, skills-based, and focused on job performance, career enhancement, and company goals.

Benefits to Trainee

- Put your skills to work immediately
- Communicate clearly and effectively
- Interact confidently in business and personal social situations
- Write English with precision and clarity
- Improve pronunciation and fluency
- Choose from convenient locations in New York City and Westchester County

Benefits to Your Organization

All of the above, as well as

- Enhancing job performance, motivation, and productivity
- Promoting greater trust and organizational cohesiveness
- Facilitating greater understanding within and across organizational boundaries
- Providing on-site training at your company



INTENSIVE IMMERSION SAMPLE SCHEDULE

	9:00 a.m. 12:00 p.m.	Lunch	12:00 p.m. 2:00 p.m. 2:00 p.m. 4:00 p.m.
Monday	Oral Communication Skills	Lunch	Contemporary Business Topics
Tuesday	Clear and Accurate Speech	Lunch	Effective Business Writing
Wednesday	Oral Communication Skills	Lunch	Contemporary Business Topics
Thursday	Clear and Accurate Speech	Lunch	Effective Business Writing
Friday	Oral Communication Skills	Lunch	Video Conferencing and Conference Call Training

Afternoon or evening cultural activities in New York City once a week.

Our Trainers

Our trainers are English as a Second Language (ESL) specialists and business professionals. They will help you improve your language skills for your job responsibilities and career needs.

Our Clients

Pace University began as a leader in business education in New York City over 100 years ago. Our clients have included vice presidents, managers, supervisors, and team leaders from



such companies as American Express, Lehman Brothers, Merrill Lynch, JPMorgan Chase, IBM, Pepsico, Verizon, Hitachi Metals, Sumitomo Corporation, UBS, U.S. Department of Housing and Urban Development (HUD), and TIAA-CREF.

Full-Time Training Option

Business English Intensive Immersion Program

This three-week intensive program covers Oral Communication Skills, Effective Business Writing, Clear and Accurate Speech, and Contemporary Business Topics. Classes meet Monday to Friday, five hours per day in New York City at the Pace University Midtown Center in the landmark French Building, located near Grand Central Terminal. The program includes cultural events in New York City, training in video conferencing and making conference calls, access to multi-media language lab, Pace University library and computer labs, free Internet access and e-mail accounts.

Part-Time Training Options

Executive English Program

The Executive English Program offers seven-week evening courses for working professionals throughout the year. Courses include Clear and Accurate Speech, Grammar in Professional Communication, Effective Business Writing, Integrated Professional Communication Skills, Oral Communication Skills, Technical Writing, and Career Management Skills.

Customized Instruction

Customized instruction benefits professionals who wish to develop skills at their own rate. Select from components of our courses and workshops or let us develop a program specifically for you.

Customized programs are based on a profile of your current skills and needs; we match you with a trainer who is an expert in your content area.

Customized programs include Private Instruction, Semi-Private Instruction, Private Accent Modification Training, Corporate Programs, and Workplace Training.



Private Instruction

Receive specialized, focused, individual instruction to match your exact needs and schedule. Topics, skills, and activities vary depending on your needs and interests.

Semiprivate Instruction

Work with a friend or colleague to create a customized course for two. We will accommodate your needs and schedules.

Accent Reduction

Train with an accent reduction specialist to reduce your accent, learn to self-correct errors, and project a more confident professional image.

Corporate Programs

All programs are custom-designed to address the specific needs of your company. Instruction is interactive, emphasizing real-life examples and authentic materials. Training can be delivered at one of Pace University's campuses or at your company.

Workplace Training

Our custom-designed programs ensure that your employees master the English skills necessary to communicate with customers, supervisors, and team members clearly and effectively.

Admission to ELI

Admission to the ELI is open to any student who is at least 16 years of age. The TOEFL exam is not required for admission. The ELI is authorized to issue the I-20 document for full-time English study of 18 or more hours per week. Students who want an I-20 must submit the ELI Application Form and financial documentation which shows sufficient funds for studying and living in the United States. See the Application Form included in the brochure packet or find instructions online at www.pace.edu/eli.

Admission to Pace University

Admission to the ELI is separate from admission into Pace University, and does not constitute admission to Pace University degree programs. Students who wish to enter a degree program should apply directly to the Office of Undergraduate, Graduate, or Law School Admission. For more information on degree programs, or to receive an application, please visit www.pace.edu/academics.



Conditional Admission to Pace University

Academically qualified students who successfully complete the Pre-Undergraduate Program do not have to take the TOEFL exam for admission to undergraduate degree programs at Pace University. Academically qualified students who successfully complete the Pre-Graduate or Pre-Law Program do not have to take the TOEFL exam for admission to some graduate degree programs at Pace University. Some graduate degree programs will require submission of official test scores. For more information about conditional admission, please visit www.pace.edu/eli.

Faculty and Staff

The ELI staff includes a dedicated team of administrators, faculty members, and office employees. Administrators and faculty have master's degrees in TESOL and related fields. Many have lived and taught throughout the world. The faculty at the ELI take genuine interest in their students. Small classes give faculty the opportunity to give individual instruction.

Academic Advisement

Students seeking admission to Pace University or to another U.S. college or university receive academic advisement and assistance with their applications. ELI advisers review application procedures and deadlines with students to help them find the school best suited to their needs. Advisers also assist students with their application essays.

Activities Program

Our activities coordinator organizes free and low-cost events for ELI students weekly during the term. Students may join weekly field trips to professional sporting events, museums, amusement parks, local beaches, and cultural events. ELI also offers special on-campus activities such as parties, movies, book clubs, and free weekly workshops. Students are encouraged to contribute articles to the ELI newsletter, *The ELI Thread*.

Walking tours to Harlem, Chinatown, Greenwich Village, and other popular venues in New York City are offered to students through our membership with One to World. Arrangements can be made with One to World for community visits with an American host family in and outside of New York City.

ELI students are part of the Pace community. Students are encouraged to join campus clubs and activities such as dances, lectures, concerts, and sports. ELI students have complete access to computer labs, libraries, banking facilities, language labs, cafeterias, and the gym.



Housing at Pace University

Housing is available to full-time students on a first come, first served basis. To reserve a housing space on either the New York City or Westchester campus, students must submit an ELI housing application and a housing deposit. Details are included in the brochure packet or go to www.pace.edu/eli and select housing.

New York City Campus

Living in New York City can be an exciting experience, and having a place to call home while you are studying adds a sense of safety and belonging. Our New York residence facilities give students that feeling. Living on campus makes it easy for international students to interact with other students and participate in all aspects of university life. The New York City campus offers four residence halls on or close to campus.

Westchester Campus (Pleasantville and Briarcliff)

The Westchester campus provides the same sense of safety and belonging by offering students a place to call home while studying at Pace. Our Pleasantville and Briarcliff locations have seven on-campus residence halls ranging from traditional to apartment-style housing.

Homestays

The English Language Institute offers “homestay” experiences for international students or visitors who come to the United States in need of less than one year of housing. Past students have been pleased with their homestay experiences. All participating families live in safe neighborhoods, are close to public transportation, and welcome the opportunity to be a host family. Lifetime friendships between international students and American families offer everyone involved a greater mutual understanding and awareness of other cultures.

PACE UNIVERSITY

Our three main campuses—offer you two distinct experiences only 30 miles apart and connected by a free shuttle. You can study in lower Manhattan, just blocks away from Wall Street, or at the peaceful Westchester and White Plains campuses.

NEW YORK CITY

Pace's downtown Manhattan campus gives you immediate access to the vast cultural richness of one of the world's greatest cities. Museums; great neighborhoods like Chinatown, Little Italy, Chelsea, and Tribeca (home of the world-famous Tribeca Film Festival); Central Park; quiet walks along the East and Hudson rivers; massive libraries; Wall Street; Broadway —providing you with an incomparable setting and an education with an edge.



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PACE
UNIVERSITY
WESTCHESTER

WHITE PLAINS
Our School of Law and Graduate Center are located here.

PACE
UNIVERSITY
WHITE PLAINS

WESTCHESTER CAMPUS

Pleasantville is a traditional and serene small college environment on a 200-acre expanse of rolling tree-covered hills in lower Westchester County, just 30 miles north of Manhattan.

Just 2.7 miles away is Briarcliff with additional residence halls, recreational facilities, and administrative offices.

JFK Airport



About Pace University

For more than 100 years Pace University has been preparing students to become leaders in their fields by providing an education that combines exceptional academics with professional experience and the New York advantage. Pace has three campuses, in New York City, Westchester, and White Plains. A private metropolitan university, Pace enrolls nearly 12,500 students in bachelor's, master's, and doctoral programs in the Dyson College of Arts and Sciences, Lienhard School of Nursing, Lubin School of Business, School of Education, School of Law, and Seidenberg School of Computer Science and Information Systems.

English Language
Institute



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