

LOS ANGELES UNIFIED SCHOOL DISTRICT
Division of Adult and Career Education

GUIDELINE NO. 29
December 15, 2006

SUBJECT: ENGLISH AS A SECOND LANGUAGE (ESL) PROGRAM

- I. Program Description and Students Served
- II. Implementation Procedures
 - A. Placement
 - B. Promotion
 - C. ESL Credit

I. PROGRAM DESCRIPTION AND STUDENTS SERVED

The English as a Second Language (ESL) program provides English language instruction to students whose first language is not English. Instruction is competency-based and reflects current *California ESL Model Standards for Adult Education Programs*. The ESL program focuses on the language and life skill proficiencies students need to be successful in their personal, vocational, and academic lives.

Seven levels of ESL are offered:

50-01-58	ESL Beginning Literacy
50-01-51	ESL Beginning Low
50-01-52	ESL Beginning High
50-01-53	ESL Intermediate Low
50-01-54	ESL Intermediate High A
50-01-55	ESL Intermediate High B
50-01-56	ESL Advanced Low

In addition to these courses, the program also offers:

50-01-49	ESL Multi-Level/Education and Career Planning
50-01-63	VESL/Business/Customer Service and Office Occupations
50-01-64	VESL/Health Careers
50-01-65	VESL/Business/A
50-01-66	VESL/Business/B
50-01-67	VESL/Business/C
50-01-70	ESL/Citizenship
50-01-80	ESL/Citizenship/Completing the N-400 Application for Naturalization
50-04-51	ESL Intermediate/Learning to Converse: A Conversation Class in English
50-04-52	ESL Multi-Level/Pronunciation Basics
50-04-53	ESL Intermediate/English Vocabulary and Idioms
50-04-54	ESL Multi-Level/Using Computers and the Internet for English Language Practice

II. IMPLEMENTATION PROCEDURES

A. PLACEMENT

Placement into ESL is determined through the administration of the Division ESL Placement System (2001).

B. PROMOTION

Promotion to the next course level is determined by the student performance and passing scores on the Division *ESL Promotional Tests* (2001).

An ESL Certificate of Competency is awarded to students who successfully complete all components of the ESL Advanced Low (50-01-56) Promotional Test. This test also serves as the exit text for the ESL program.

C. ESL CREDIT

Thirty (30) elective high school credits in ESL may be earned only in the following courses:

COURSE NAME	COURSE NO.	CREDITS
ESL Beginning Low	50-01-51	5 credits
ESL Beginning High	50-01-52	5 credits
ESL Intermediate Low	50-01-53	5 credits
ESL Intermediate High A	50-01-54	5 credits
ESL Intermediate High B	50-01-55	5 credits
ESL Advanced Low	50-01-56	5 credits

Credit for Beginning Low through Intermediate High A (20 credits) should only be awarded after a student has completed Intermediate High A, and has successfully passed the ESL Promotional Test for Intermediate High A. Students may receive credit for Intermediate High B and Advanced Low upon completing the level, and successfully passing the ESL Promotional Test for that level.

English as a Second Language and Adult Basic Education provide credit as indicated in the Catalog of Authorized Courses. However, counselors may only apply a maximum of 20 credits earned in either ESL or ABE, or a combination thereof, towards completion of the adult diploma requirements. ESL and ABE credits should be entered in the "elective credit" section of the cumulative record.

For assistance, please call Ed Morris, Director of Instruction at (213) 241-3152, or Kit Bell, Supervisor, ABE, ESL/CBET and Citizenship Programs at (213) 241-3166.

APPROVED: Santiago Jackson, Assistant Superintendent

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