

November, 2016

## Objectives

This program aims to help graduate students, sophomores, juniors, and seniors improve their basic English communication skills. It also encourages them to actively participate in various courses, such as the International Relations Program, using the English skills they have developed. In the program, instructors from external training institutions provide lessons on campus.

## Program details

The program offers the following English courses where teachers from external training institutions provide small-group classes.

CEED covers some of the tuition. The amount of the tuition is shown as below.

### 1. Academic Writing (Instructor : Mr. Stephen Burrow)

This course aims to help students to learn how to write academic-style essays. Students will write one full essay and other assignments outside class and submit them. The instructor will show how to organise an academic essay, correct errors and give advice to students. The class is conducted in English and includes opportunities for discussion in English. Handouts are distributed in class, so no textbook is required.

The tuition fee to be paid by students is 5,000 yen. A class consists of 10-15 students. The maximum number of students per class will be 15.

Students are to bring a laptop PC.

#### Course schedule and Room

December 6 to January 24 from 17:00 to 18:30

once a week on Tuesdays for 6 periods. Lecture Room C-209

### 2. Speak Up and Speak Out (Instructor : Ms. Diane Brown)

This class will develop communication skills and specialist English language knowledge for engineering professionals. The class will cover topics common to all kinds of engineering such as procedures and precautions; monitoring and control; and engineering design. Authentic activities such as describing technical problems, suggesting solutions, and working with drawings will enable students to communicate more effectively and with more confidence.

The tuition fee to be paid by students is 5,000 yen. A class consists of 10-20 students. The maximum number of students per class will be 20.

#### Course schedule and Room

November 21 to December 19 from 18:00 to 21:00

once a week on Mondays for 5 periods. Lecture Room C-208

### 3. Basic Level English (Instructor : Ms. Yumi Nakamichi)

Using course materials and class activities, students are to practice speaking with a partner and to the class. They are also to build vocabulary and learn test-taking skills. The class will be conducted in Japanese.

With financial support from the CEED, students who take this course can take advantage of free tuition fee, but need to purchase a textbook (1,512 yen.)

A class consists of 8-15 students. The maximum number of students per class will be 15.

## **Course schedule and Room**

<Class A>

December 5 to January 30 from 18:05-20:05, except for December 26, January 2 and 9 once a week on Mondays for 6 periods. Lecture Room L-200

<Class B>

December 2 to January 27 from 18:05-20:05 except for December 23, 30, and January 13 once a week on Fridays for 6 periods. Lecture Room L-200

## **Basic Level English 2**

### **Course schedule and Room**

This class is for those who have successfully completed Basic Level English Course and accepts students by the instructor's approval only.

December 6 to January 24 from 18:05-20:05

once a week on Tuesdays for 6 periods. Lecture Room L-200

## **4. Let's Speak English**

In this short lunch hour session, attendants will talk about the topic of the day in English. It is usually held during lunch break. Please check the CEED bulletin board, posters, and internet for more details.

## **Prerequisites**

1. The program is open to graduate students, sophomores, juniors and seniors enrolled in students enrolled in the Graduate School of Engineering, Graduate School of Information Science and Technology and Graduate School of Chemical Sciences and Engineering (students taught by instructors of the Faculty of Engineering) and School of Engineering.
2. Students should avoid being late and absent, finish all assignments and prepare/review for lessons.
3. Students enrolled in the program are asked if they would like to apply for and participate in an internship program.

## **Program registration procedures (Important)**

Applicants must submit application/agreement form for program registration and pay the fee in person at CEED Office by Friday, November 18 at noon. (Applications via e-mail will not be accepted.) Form can be downloaded from the CEED website or obtained at the CEED Office.

## **Orientation**

1. 17:00-17:30, Monday, November 14, 2016 (L-200 Lecture Room)
2. 12:10-12:40, Tuesday, November 15, 2016 (L-200 Lecture Room)

## **Application Due**

**Friday, November 18, 2016 at noon**

Submit the application form to the CEED Office

Room L-200 Extension 7163 E-mail: [ceed-int@eng.hokudai.ac.jp](mailto:ceed-int@eng.hokudai.ac.jp)

# 「2016 冬ターム Brush-Up 英語講座」

## 受講申請書

### Application Form

〈受講希望コース〉 ○をつけてください Please check the course(s) you wish to attend

|                          |                  |                          |                        |                          |                     |
|--------------------------|------------------|--------------------------|------------------------|--------------------------|---------------------|
| <input type="checkbox"/> | Academic Writing | <input type="checkbox"/> | Speak Up and Speak Out | <input type="checkbox"/> | Let's Speak English |
| <input type="checkbox"/> | 基礎英語 A           | <input type="checkbox"/> | 基礎英語 B                 | <input type="checkbox"/> | 基礎英語 2              |

|   |  |                   |  |                      |  |  |              |
|---|--|-------------------|--|----------------------|--|--|--------------|
| 氏名  |  |                   |  | Name                 |  |  |              |
| 研究科名<br>School  | School of Engineering / Graduate School of<br>部・院        |                   |  | 専攻名<br>Division      |  |  |              |
| 課程・年次<br>Year   | 学部(U)・修士(M)・博士(D)<br>年                                   |                   |  | 学生番号<br>Student ID # |  |  | 新渡戸生<br>ですか? |
| 連絡先電話<br>Phone #  |  | 研究室<br>内線<br>Ext. |  | e-mail               |  |  |              |
| 英語力:<br>English<br>Proficiency  | 今現在、何をどのくらいできる、等 記述 How is your English proficiency now? |                   |  |                      |  |  |              |
|   | TOEIC( ), TOEFL-iBT( ), 英検( )級, その他( )                   |                   |  |                      |  |  |              |
| 何を目標に英語を勉強していますか? What is your motivation to study English?                       |  |                   |  |                      |  |  |              |
| 予習復習にかかる<br>時間 (予定)<br>How long would<br>you be willing to<br>study outside class | Hours/day  |                   |  |                      |  |  |              |

\*携帯メールアドレス不可 \*必ず正確で受信可能なアドレスをご記入下さい。

頂いた個人情報は連絡を取る為のものであり、その他の目的には使用しません。

**受講申請書提出期限 Submit the application form by**

**11月18日(金) 12:00 (正午 Noon)**

## 誓約書

平成 28 年度 Brush-Up 英語講座の標記講座の受講の申し込みの際に CEED からの補助を受けるにあたり、今回の補助措置の増額が学生の英語力の向上とともに、今後の CEED における国際性啓発教育の改善に必要な情報入手のために行われるとの趣旨にかんがみ下記事項を遵守することを誓約します。 Since I receive financial aid from the CEED Office, I hereby promise the below.

記

|   |  |
|---|--|
| 1 | レッスンには遅刻や欠席がない様に努めること。また、宿題の履行、予習、復習に努めること。 I shall be on time for the class and do all the assignments.               |
| 2 | 講座の効果測定や今後の講座企画等に関する CEED からの照会、アンケート回答依頼があった場合は速やかに回答する。 I shall answer any surveys to help the CEED program enhance. |

☞ 確認の✓を入れてください。 Check each section if you understand the terms.

以上

Today's date

2016 年 月 日

学生番号 Student ID #

署名 (直筆) Sign here