For registration information, call:
OFFICE OF INTERNATIONAL EDUCATION
Phone: (425) 564-3185  •  Fax: (425) 641-0246
E-mail: oie@bellevuecollege.edu
Web: www.bellevuecollege.edu/oie

Office of International Education
3000 Landerholm Circle SE
Bellevue, WA 98007-6484

Enroll now for
Fall Quarter 2015

Registration Form

Registration Form

Institutional Information:
Institution Name: East Los Angeles College
Institution Telephone: (323) 964-4166

Program Information:
Program Name: World Languages
Program Telephone: (323) 964-4166

Student Information:
Last Name First Name Initial
Address
City State Zip
Telephone Number:   Day Evening
Year

Non-Credit

INDICATE THE COURSE(S) / WORKSHOP(S) YOU WANT, SEND CHECK FOR TOTAL FEES:

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<th>Item Number</th>
<th>Course Title</th>
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TOTAL FEES ENCLOSED $ _________________

Complete the form and mail your check payable to BC to: Office of International Education, House 6, Bellevue College, 3000 Landerholm Circle SE, Bellevue, WA 98007-6484

FOR MORE INFORMATION CALL (425) 564-3185

REGISTRATION DATE ___________________________

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 Permit 43
TOEFL Preparation
This course is designed to help improve your ability to do well on the new, Internet-based TOEFL. It focuses on the speaking, listening, reading, and writing skills needed for the TOEFL. You will have lots of practice to prepare you for the TOEFL. Tuition: $380.60 + fees
8267 A Raskin WF 8:30a-10:20a TBA
8268 B Raskin TTh 5:30p-7:20p TBA
Class meets 9/22 - 12/2. No class 11/11, 11/27

Credit Class Refund Policy: Please see individual program policies for refund information.

For refunds, students must call 425-564-2411. Please check your registration receipt for classroom location.

Academic and Professional English

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International Business Professions Program

Interview with ITP director required

Oral Business Communications
This class focuses on improving spoken business English formal presentations, using the telephone effectively, participating in meetings, and doing basic negotiations.
Tuition: TBA
6706 A staff M-F 1:30p-2:20p TBA
6707 B staff M-F 1:30p-2:20p TBA
Class meets 9/21 - 12/2.

Written Business Communications
This class focuses on writing and responding to various types of business correspondence, making notes and memos, correct tone and word choice.
Tuition: TBA
6709 A staff M-F 2:30p-3:20p TBA
6708 B staff M-F 2:30p-3:20p TBA
Class meets 9/21 - 12/2.

Introduction to Business
The focus is on modern business management, ethics and social responsibility, decision-making and communication skills, operations management, and planning, and various other business topics. The course is designed for non-native English speakers.
Tuition: TBA
6710 A staff Th Tu 9:30a-11:40a TBA
Class meets 9/22 - 12/2.
6711 B staff Tu 9:30a-10:20a TBA
Class meets 9/22 - 12/2.

Exploring Contemporary Issues
This class is designed to provide contemporary perspective with attention to vocabulary, pronunciation and listening. Simple present-, past- and future-tense, social introductions, manners, etc. are discussed.
Tuition: TBA
6743 A Liu WF 9:30a-11:20a TBA
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