Recruitment of Students

* Finalize the class schedule, etc. with SACC ESL Workgroup and the Leadership Team.
* Establish several convenient Registration and Orientation dates/times
* Create Class Flyer
* Promote with High Intermediate/Advanced ESL students (teachers have to be on board)
* Prepare Class application, including statement of purpose (writing sample) and Orientation slides
* During orientation, take the time to interview each student.
* Use rubric to evaluate their writing
* Communicate by email/phone their acceptance or rejection
* Send out several reminders
* A good initial number is 25-30. About 22-23 will form the class core.
* Ensure collaboration with Tech Support
* Provide an embedded tutor/para-educator
* Martha Kehl! :)

The last bullet is by far the most important!

So great to hear from you,

Yelena