



**CONTINUING EDUCATION ESL CLASS SCHEDULE**  
**GWINNETT CAMPUS (LAWRENCEVILLE)**

5150 SUGARLOAF PARKWAY LAWRENCEVILLE GA 30043

Continuing Education - The Busbee center Building 700 Room 1.108

[Click here for more class information & to register.](#)

No requirements needed for Continuing Education ESL classes.

**How to Register**

[Register online here anytime.](#) Select days/times you want classes. No registration fees. After you register, you will be on a waitlist to test your level. You are put into a class after you test. You are not officially in class until you level test and pay. You must pay immediately after testing. Cost is for one 7-week session level. Do not register until you are ready to pay. First to pay, gets seat in class.

**Online:** [Register online here anytime.](#) After registration waitlist, we test you for a level. **Be ready to pay after test.**

**Email:** [Sgarcia@gwinnetttech.edu](mailto:Sgarcia@gwinnetttech.edu)

**In person office / phone:** Building 700 Room 1.108 Monday – Thursday 8am – 4:30pm & Friday 8am – 2pm  
 Office (678) 226-6740 Work Cell (470) 367-6102 Front Desk (678) 226-6845

**How to Pay** Credit card / Debit card / Cash / Check / Money Order

**Online:** After test, we email a link to pay online. Add to cart.

**By Phone:** Call (678) 226-6264 Monday – Thursday 8am – 5pm & Friday 8am - 2pm

**In person:** Monday – Wednesday 8am – 5pm

<b>Class Sessions 2023</b>	<b>Registration Deadline</b>
<b>October 23 -December 15</b> Thanksgiving Break: November 20 - 24	Deadline: October 18
<b>Class Sessions 2024</b>	<b>Registration Deadline</b>
<b>January 8 – March 1</b> No class: January 15 & February 15, 16, 19	Deadline: January 4
<b>March 6 – April 30</b> No class: April 1-5	Deadline: March 1
<b>May 6- June 26</b> No Class: May 27 & June 19	Deadline: April 30
<b>July 8 – August 23</b>	Deadline: June 26
<b>August 26 – October 18</b> No Class: September 2 & October 10,11,14	Deadline: August 22
<b>October 21 – December 13</b> Thanksgiving Break: November 25-29	

**Prices are for a 7 week session. \$25 Late fee after registration deadline. NO late fee for NEW students.**

<b>Morning Classes</b>	<b>9am-12pm</b>	<b>Class Price for 7 weeks</b>
<b>2 day classes</b>	Mon/Wed or Tue/Thurs	<b>\$300</b>
<b>3 day classes</b>	Mon/Wed/Fri or Tue/Thurs/Fri	<b>\$475</b>
<b>Intensive 4-day classes</b>	Mon, Tues, Wed, Thurs	<b>\$600</b>
<b>Accelerated English Program</b>	Mon, Tue, Wed, Thurs & Fri (9am-12pm only)	<b>\$775</b>
<b>Conversation/Pronunciation</b>	Friday (9am-12pm only)	<b>\$175</b>
<b>Adv Grammar Review/ Writing</b>	Mon/Wed (9am-12pm only)	<b>\$300</b>
<b>Night Classes</b>	<b>6pm-8:30pm</b>	<b>Total Price for 7 weeks</b>
<b>2 day classes</b>	Mon/Wed or Tue/Thurs	<b>\$275</b>
<b>Intensive 4-day classes</b>	Mon, Tues, Wed, Thurs	<b>\$550</b>

**Levels:** Foundations, Low Beginning, Beginning, High Beginning, Intermediate, High Intermediate, Low Advanced, Advanced, High Advanced, Advanced Grammar review & Writing.

**English Language Program: Students must speak ENGLISH ONLY in class. We have high standards that require students to speak at the level of grammar they are learning in order to stay in a level or pass to the next level. Students must start speaking English at all times in class/office after registering. We want the full experience while at school to help students learn to communicate in English only. If students speak their language (Example: Spanish) in class, they cannot pass to the next level. This is an English program to help you practice English. We expect you to try to speak English with us to improve your English.**

It is important to understand only two days a week is only 1/2 of the ESL program. You need the FULL ESL program.

Part 1: Monday/Wednesday Grammar & Speaking **and** Part 2: Tuesday/Thursday Conversation & Vocabulary to help you learn to speak English fluently and correctly.

You need to complete Part 1 and Part 2 to continue to the next level. It is best to take Part 1 & Part 2 together for intensive 4 day study in one session. If you can only take 2 days a session, you should take the other part the next session. You can start with part 1 or start with part 2.

If your job or schedule does not allow 4 days (both parts of a level) you may need to repeat a level or test again with the director.

**2 day classes:** *Monday/ Wednesday Grammar & Speaking or Tuesday/Thursday Conversation & Vocabulary*

Students need to complete both the grammar and the Conversation classes for best results. We suggest that students take more than 2 days of English a week.

**Intensive English Language Program:** *Monday, Tuesday, Wednesday and Thursday*

This is the complete ESL program. We recommend these classes for the best way to learn English. These classes are four days a week for intensive English learning.

**Accelerated English Language Program:** *Monday, Tuesday, Wednesday, Thursday & Friday*

Five days a week classes are for students who need to improve their English skills quickly. This program helps with faster more complete learning. The goal is to rapidly build confidence and language skills.

**Advanced Grammar Review & Writing.** *Monday and Wednesday*

Advanced grammar review and weekly writing of essays with feedback and correction. The goal of this course is to help learners to speak and write English more accurately and confidently.

**Refund Policy:** 100% refund (less \$15 processing fee) if registrant withdraws from a class up to 48 hours prior to the published start time of the class.

No refund will be provided after the published start time of class.

Class transfers are only allowed in the 1<sup>st</sup> 2 weeks of class with a fee. 1<sup>st</sup> week transfer \$25      2<sup>nd</sup> week transfer \$50

**Certificate Rules:** If you enter classes 4 days after the original class start or miss 4 classes, you will not receive a certificate. You can continue classes and pass to the next level without a certificate. Certificates are not pass or fail. Certificates are for attendance only.