SAINT LOUIS UNIVERSITY

ACADEMIC ENGLISH AND PATHWAY PROGRAM

2018-2019 Student Handbook

INTO SAINT LOUIS UNIVERSITY

This student handbook is an introduction to your time at INTO SLU and a guide to policies and procedures followed by INTO SLU. This handbook is in addition to the Saint Louis University Student Handbook, available online at:

https://www.slu.edu/life-at-slu/community-standards/pdfs/16-17student-handbook.pdf

Approved August 2018

SAINT LOUIS UNIVERSITY

Contents

THE ACADEMIC ENGLISH AND PATHWAY PROGRAM 5
Mission Statement 5
COURSE LEVELS AND PROGRESSION 5
Academic English 5
Pathway Program 7
Undergraduate Pathway Program 7
Progression Requirements for Undergraduate Pathways 7
Undergraduate Pathway Extensions 8
Additional Undergraduate Courses 8
Graduate Pathway Program 8
Progression Requirements for Graduate Pathways 9
PROGRAM POLICIES AND GUIDELINES FOR UNDERGRADUATES 10
Academic Integrity 10
Classroom Expectations 11
Code of Conduct 11
ADVISING 12
PLACEMENT AND PROGRESSION MEASURES 12
Placement Tests 12
Oxford Online Placement Test (OOPT) 12
The Undergraduate Saint Louis University Writing Exam (SLUWE) 12
Grades and Grade Point Average 12
Grade Appeals 12
Probation 13
ACADEMIC SUPPORT FOR UNDERGRADUATE STUDENTS 13
The English Language Center 13
Course Evaluation 14
Being an International Student 14
PROGRAM POLICIES AND GUIDELINES FOR GRADUATE STUDENTS 15
Academic Integrity 15
Classroom Expectations 16
Code of Conduct 16
ADVISING 17

Graduate Program Contacts 17
PLACEMENT AND PROGRESS MEASURES 18
Placement Tests 18
Oxford Online Placement Test (OOPT) 18
The Graduate Saint Louis University Writing Exam (Grad SLUWE) 18
Grades and Grade Point Average 18
Grade Appeals 18
Probation 18
ACADEMIC SUPPORT FOR GRADUATE STUDENTS 19
The English Language Center 19
Course Evaluation 19
Being an International Graduate Student 20
Graduate Student Handbooks 20
Graduate Student Association (GSA) 20
Appendix A 21
Progression Requirements between Academic English Levels 21
Undergraduate Pathway Progression Requirements Academic English to Pathway 21
Undergraduate Pathway Requirements Pathway to Degree Progression 21
Aerospace Engineering, Arts, Aeronautics, Business, Computer Science, Engineering, General Studies 21
Health Information Management, Mathematics and Statistics, Science 21
Graduate Pathway Progression Requirements Academic English to Pathway 22
Graduate Pathway Requirements Pathway to Degree Progression 22
Bioinformatics and Computation Biology 22
Applied Financial Economics 22
MBA/Supply Chain Management 22
Engineering 22
LLM 23
JD 23
Health Data Science 23
Accelerated Progression Requirements (Academic English) 24

THE ACADEMIC ENGLISH AND PATHWAY PROGRAM

Mission Statement

The English as a Second Language Program is motivated by the knowledge that the University is enriched by the global perspectives and cross-cultural exchanges that international students make possible. The mission of the Program is to prepare academically talented English language learners for successful careers as undergraduate and graduate students at Saint Louis University through our commitment to excellence in teaching, service, and learning.

Our Academic English and Pathway Programs integrate language study, academic skills, and cultural awareness, and they foster in students the intellectual curiosity that leads to recognition of a higher purpose to which we all contribute. We embrace and enact the Ignatian tradition of Saint Louis University by uniting the pursuit of individual academic excellence with our dedication to developing a community of men and women for others.

COURSE LEVELS AND PROGRESSION

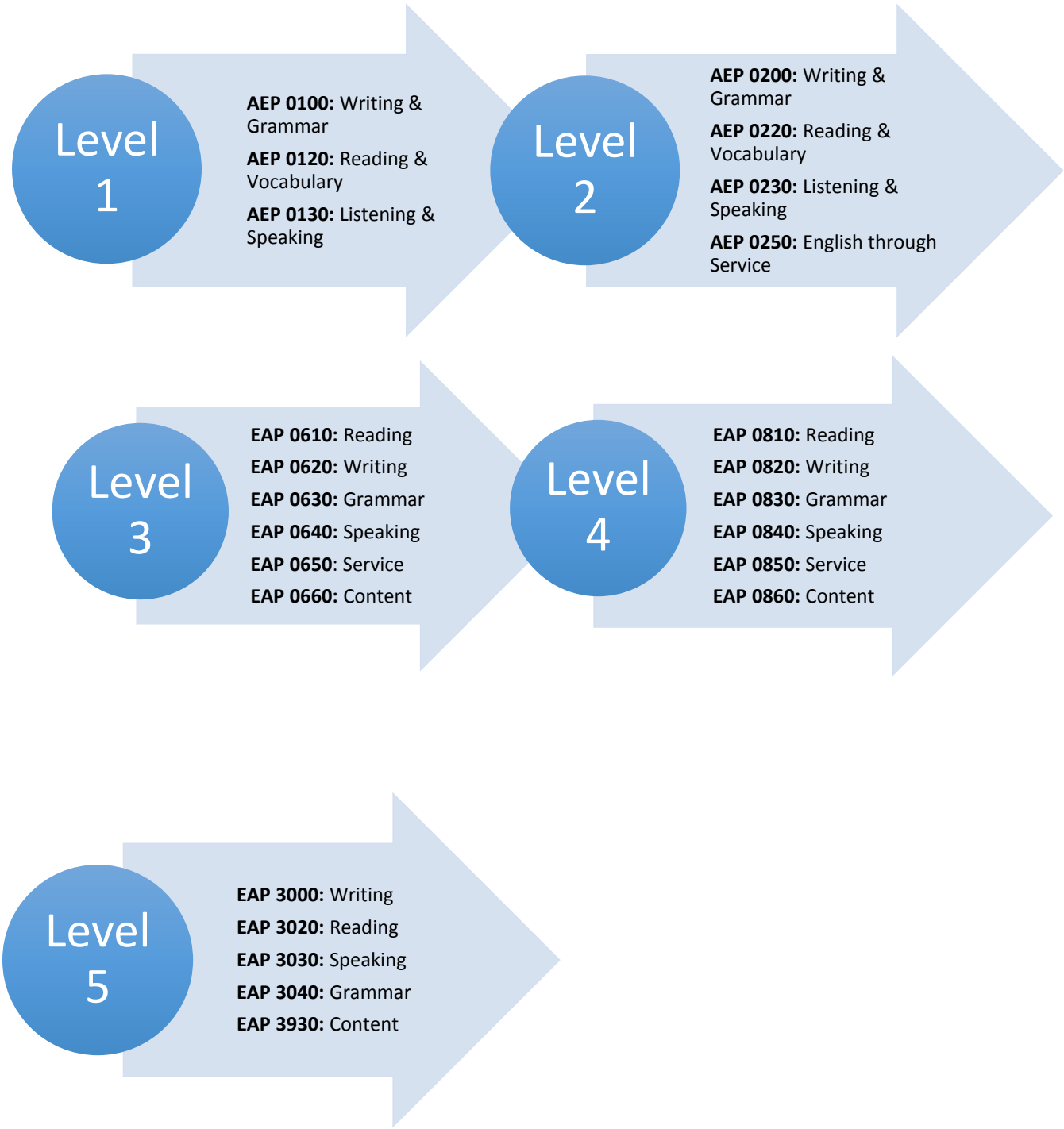
The English as a Second Language and Pathway Program offers a range of classes to accommodate your level of English language proficiency. The faculty determine your entry level based on the language tests you take when you arrive at Saint Louis University. The length of time that you spend at each level depends on the amount of time it takes for you to become proficient, but if you engage fully with the learning process, you can expect to move up one level each semester. If you demonstrate a higher level of proficiency with a GPA of 3.5 or higher in your current level, grades of B or better in your reading, writing, grammar, and content (if applicable) courses and a portfolio that shows you have the appropriate language skills for placement in the next course level, you may progress more quickly through the program.

Academic English

Academic English (AE) includes four levels of instruction for undergraduates and five levels of instruction for graduate students. The program will guide your study of the English language and prepare you to be successful in courses in degree-seeking programs. The language, academic, and content goals in the AE Program will familiarize you with the expectations of and cultural information needed to study at Saint Louis University.

In each level, you will study reading, writing, listening & speaking, and grammar. Students in the intermediate levels will also take English through Service and content classes. **English through Service** takes you out of the classroom to develop your language through providing service to the St. Louis community. **Content classes** deal with topics such as cross-cultural communication, ethics, gender studies, and human rights. Such courses encourage you to use the language and skills you are learning in academic contexts. Expect to attend classes 18-20 hours and complete homework for an additional 18-20 hours each week to meet your goals of progressing through each level in one semester.

If you have questions about your Academic English classes, you should speak with your instructors, your academic advisor, or the Academic English Coordinator.

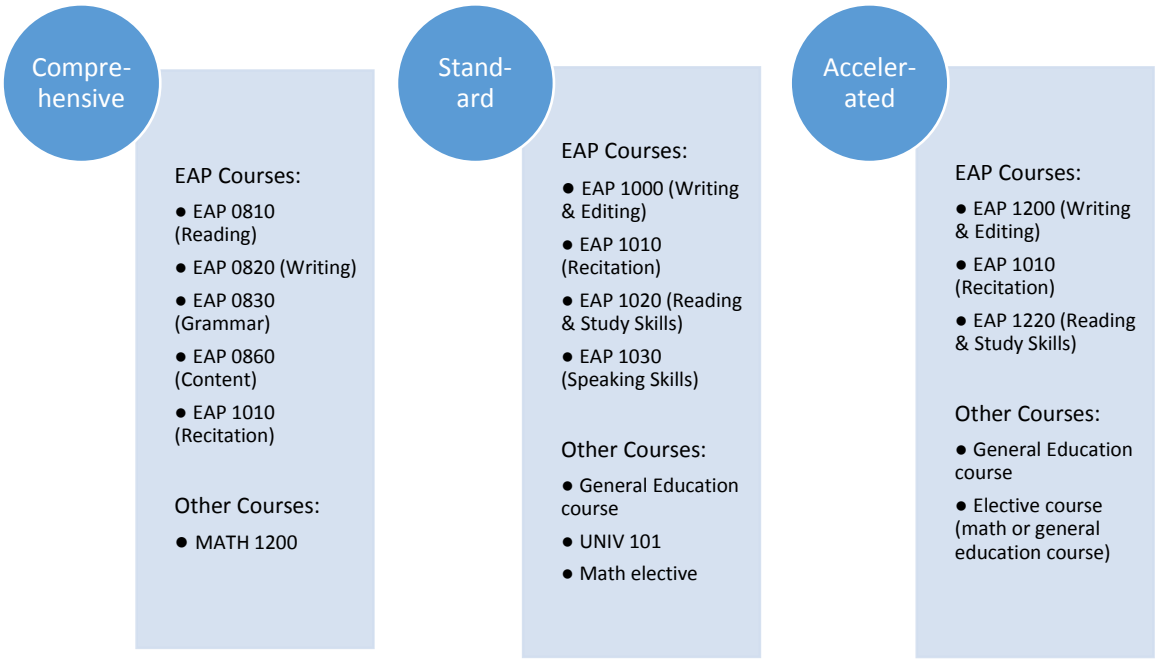

Level 1
AEP 0100: Writing & Grammar
AEP 0120: Reading & Vocabulary
AEP 0130: Listening & Speaking
Level 2
AEP 0200: Writing & Grammar
AEP 0220: Reading & Vocabulary
AEP 0230: Listening & Speaking
AEP 0250: English through Service
Level 3
EAP 0610: Reading
EAP 0620: Writing
EAP 0630: Grammar
EAP 0640: Speaking
EAP 0650: Service
EAP 0660: Content
Level 4
EAP 0810: Reading
EAP 0820: Writing
EAP 0830: Grammar
EAP 0840: Speaking
EAP 0850: Service
EAP 0860: Content
Level 5
EAP 3000: Writing
EAP 3020: Reading
EAP 3030: Speaking
EAP 3040: Grammar
EAP 3930: Content

Pathway Program

The Pathway Program includes Undergraduate and Graduate Pathways. Eligible undergraduate students with appropriate math scores may elect to take the comprehensive three-semester Pathway that adds MATH 1200 to the Academic English Level 4 curriculum. Students who do not place into MATH 1200 will begin a standard two-semester Pathway after successfully completing Academic English Level 4. Students may not skip any part of the Pathway curriculum and must take the courses in the sequence below.

If you have questions about your Pathway classes, you should speak with your instructors or with Dr. Lisieux Huelman, the Pathway Coordinator.

Undergraduate Pathway Program



Note: The Saint Louis University Math Placement Test determines your math course. General Education courses include approved courses in Fine and Performing Arts, Political Science, Sociology, Theology, or Women and Gender Studies.

Progression Requirements for Undergraduate Pathways

To be accepted fully into your major, you must demonstrate the ability to succeed in academic courses. You must complete the EAP Pathway courses before you take EAP/ENGL 1500 and EAP/ENGL 1900. EAP/ENGL 1900 is required of every Saint Louis University undergraduate student.

The mathematics and general education courses fulfill requirements for your degree. Successful completion of these courses is a requirement for full admission into your major.

The requirements for progression are:

- SLU GPA 2.5-2.7 (determined by your Pathway Program)
- Grades of C or better in all courses (no C-/D/W/I/S/U/P/NP grades)
- Grades of B or better in all courses counting toward your major
- Satisfactory completion of writing portfolio

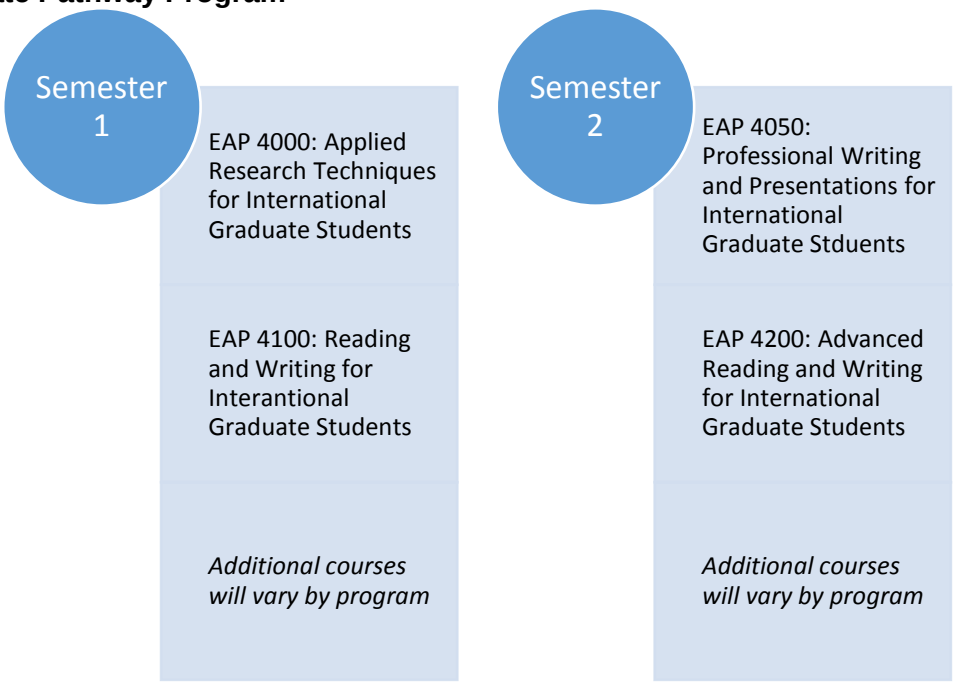
Placement and progression details are given in Appendix A.

Undergraduate Pathway Extensions
If you do not have the required GPA or if you have grades below the minimum required for progression, you may have the option to take an additional Pathway semester to meet the requirements.

Additional Undergraduate Courses
INTO SLU offers several undergraduate courses that you can take to earn credit towards your undergraduate degree. These classes include:

EAP 1500: College Composition for International Students (equivalent to ENGL 1500)
EAP 1900: Rhetoric & Research Strategies (equivalent to ENGL 1900)
EAP 2850: Intro to Literature for International Students (equivalent to ENGL 2850)

Graduate Pathway Program



Progression Requirements for Graduate Pathways
To be accepted fully into your program, you must demonstrate the ability to succeed in both Academic English and content courses.

The requirements for progression are:

- SLU GPA 2.7-3.0 (determined by your Pathway Program)
- Grades of C or better in all courses (no C-/D/W/I/S/U/P/NP grades)
- Grades of B or better in all courses related to your major
- GRE or GMAT requirement

All Graduate Pathway progression requirements need to be met by December 1 for the fall semester and May 1 for the spring semester.

Academic Integrity

Introduction

Saint Louis University is a community of learning that is built on honesty and trust among administrators, faculty, staff, and students. Acts of academic misconduct violate this trust and the ethical principles of Christianity, the Catholic Church, and the Society of Jesus, which are fundamental to the University's mission. The prevailing ethical principles and practices of American higher education may differ from those of the native cultures of INTO SLU students, and as such, the INTO SLU policy on academic integrity must allow for this cultural learning curve. To achieve that end, this policy emphasizes INTO SLU's responsibility for educating the student population about these differences but also holds students accountable for knowingly violating the policy.

The Responsibilities of Stakeholders

To foster an academic environment in which integrity is paramount, INTO SLU relies on the commitment of all individuals in the INTO SLU community. **Every member of the community** is expected to model high standards of academic integrity and to report any violation of the academic integrity policy. Additionally, **administrators** are expected to provide training to instructors that establishes clear expectations about the standards of academic integrity and to manage the adjudication process; **instructors** are expected to educate students about the standards of academic integrity and to design assignments that minimize the possibility of academic misconduct; and **students** are expected to read and understand the academic integrity policy and to adhere to this policy when completing course assignments.

The Policy

Students are expected to be honest in their academic work. The University reserves the right to penalize any student whose academic conduct is, in its judgment, detrimental to the University. Such conduct shall include cases of plagiarism, collusion, cheating, giving or receiving or offering or soliciting information in examinations, or the use of previously prepared material in examinations or quizzes. It is the responsibility of any student who observes such dishonest conduct to call it to the attention of a faculty member or administrator. Violations should be reported to the course instructor, who will investigate and adjudicate them according to the INTO SLU Policy on Academic Integrity. If the charges are found to be true, the student may be liable for academic or disciplinary probation, suspension, or expulsion by the University.

Recommendations of sanctions to be imposed will be made to the Academic Director of INTO SLU. Possible sanctions for a violation of academic integrity include, but are not limited to: assignment of a failing grade for the assignment and/or course, disciplinary probation, suspension, and/or dismissal from the University. While grades are very important in the current educational system and the University is a highly competitive environment, achieving high grades through dishonest means is not worth the risk to one's overall grade, reputation, and career.

Types of Academic Misconduct

Types of academic misconduct include, but are not limited to, the following acts. **Cheating** involves the use of unauthorized or unethical assistance to gain an unfair advantage over other students. **Falsification** involves misrepresentations of fact for academic gain. **Plagiarism** involves the representation of someone else's thoughts or words as if they were one's own, either intentionally or unintentionally. **Sabotage** involves interfering with or seeking to prevent the academic pursuits of others. **Collusion** involves collaboration with another person or persons for the purpose of engaging in, aiding, or abetting acts of academic misconduct.

Classes of Violations

Academic integrity violations can be classified as a **Minor Violation** or a **Major Violation**. Minor Violations may include, but are not limited to, when a student engages in an act of academic misconduct on an assignment of minimal weight to the overall grade of the course. Major Violations may include, but are not limited to, when a student engages in an act of academic misconduct on an assignment of considerable weight to the overall grade of the course, or when a student has committed two prior minor violations.

Saint Louis University has specific rules about academic integrity. You can read about those rules here: https://www.slu.edu/academics/graduate/university-wide_academic_integrity_policy_final_6-26-15.pdf

Classroom Expectations

Each class you take at Saint Louis University may include specific behavior and conduct policies on the syllabus. You are also required to meet the following expectations in all classes:

- Attend all class meetings
- Arrive to class on time
- Complete your homework on time and bring it with you to class
- Participate in class
- Bring the necessary materials to class: textbooks, pencils, pens, notebooks
- Silence and store away your phone or other electronic devices unless you are asked to use them in class

Since meeting the classroom expectations of the University is part of your learning process, your grade may be affected if you do not follow these guidelines.

Code of Conduct

Saint Louis University students are required to follow the University's Code of Conduct, found in the Student Handbook. If you believe someone is not following the Code of Conduct, you can speak with your instructors, your faculty mentor, or the INTO SLU Director of Student Experience, Annie Rosenkranz. In an emergency, call Campus Security at 314-977-3000.

ADVISING

While you are a student in the INTO SLU programs, you have many advisors who are committed to your success in and out of the classroom. These advisors include your academic advisor, Lauren Cawein, and the Student Experience team. You can meet with your advisors any time you have questions or concerns. If one of your advisors requests a meeting with you, you are **required** to attend.

PLACEMENT AND PROGRESSION MEASURES

Placement Tests

Two placement tests, the OOPT and the SLUWE, position you at the level at which you will be most successful. Testing dates and instructions are sent out over email. You are responsible for following these instructions, and attending at the required testing date, time, and location. Failure to test on the required dates may affect course placement or registration status.

Oxford Online Placement Test (OOPT)
The OOPT is online test of your general English language proficiency. The OOPT tests grammar knowledge and listening skill.

The Undergraduate Saint Louis University Writing Exam (SLUWE)
The SLUWE is a language skills assessment that determines your readiness for Saint Louis University academic coursework. The SLUWE tests the skill areas of writing ability, reading comprehension, and grammatical accuracy and sophistication.

Grades and Grade Point Average

You must remain in good academic standing in order to progress. Students in good standing have a grade point average (GPA) of 2.5 or higher.

Many Pathway programs require a minimum GPA that is higher than 2.5. You should be familiar with your program's progression requirements. It is a good idea to know your current GPA and speak with your instructors, your faculty mentor, the Pathway Coordinator and the Director of Student Experience if you have any questions about your progress in your classes.

Grade Appeals
Students may appeal course grades by completing the grade appeal process with the Academic English Coordinator, Dr. Lisa Fischer, or the Pathway Coordinator, Dr. Lisieux Huelman.

Probation

As a student in the INTO SLU program, you are expected to make good progress towards your major area of study. If you fail to meet the requirements for academic good standing (for example, falling below the minimum GPA, failing to meet progression criteria or minimal course grade requirements) or if you take an unauthorized leave of absence or have excessive unapproved absences, you will be placed on academic probation. If you are on probation for two semesters and do not meet the progression criteria, you may be dismissed.

Students may appeal dismissal by completing the dismissal appeal process with the Academic Director, Dr. Anneke Bart.

ACADEMIC SUPPORT FOR UNDERGRADUATE STUDENTS

The English Language Center

The English Language Center (ELC) provides specialized support for international students at all levels. In one-on-one consultations and in group workshops, ELC consultants provide feedback and offer strategies to improve your writing at every stage, from coming up with ideas for your paper, to organizing a draft, to polishing the final document. The ELC also offers assistance in testing strategies, multi-media projects, grammatical accuracy, research skills, and pronunciation.

During ELC consultations, you will work with consultants to develop strategies to become a more capable and proficient English language learner. Consultants can help you prioritize your language needs and assess your strengths and weaknesses.

ELC consultants will work with you to improve grammatical accuracy and to learn grammatical rules, skills, and concepts, but **will not edit your papers.** Consultants will help identify error patterns in writing and develop strategies to correct and control these errors, but will never “fix” or “correct” a paper in ways that raise it to a level of proficiency and fluency beyond what you can reasonably achieve.

ELC consultants are SLU faculty members, graduate students, and undergraduate students who have been trained to assist students whose native language is not English and to foster each writer’s sense of control over the writing process. We take pride in our roles as interpreters and ambassadors of academic and American culture, and we are dedicated to helping you become more proficient writers.

You may make an appointment with the ELC at any point in the writing process, but the help will be most effective if you schedule your appointment with enough time to revise your work before the assignment is due. During standard semesters, use SLU Appointments (accessed through http://myslu.slu.edu) to make an ELC appointment. The ELC accepts walk-ins when consultants are available, but appointments are strongly encouraged as ELC services are in high demand. Students may make a maximum of one appointment per day and two appointments per week.

Undergraduate Pathway students are encouraged to University Writing Services: http://www.slu.edu/life-at-slu/student-success-center/academic-support/university-writing-services/index.php

Course Evaluation

You have the opportunity to evaluate your classes and instructors at the end of each semester. These evaluations are very important to improve classes and the quality of instruction. Instructors will give you directions for submitting course evaluations. All evaluations are anonymous and are not given to instructors until after course grades have been submitted. Your evaluation remarks cannot hurt or help your class grade.

Being an International Student

Attending classes, engaging with teachers and fellow students, completing all your assignments will all contribute to your success, but you will also gain much in terms of language and social competence by observing and engaging with life around you. There is a lot to learn and at times some of the cultural differences may seem very strange, but you will benefit.

There is a lot of information for international students studying at SLU available in the International Student Handbook online at https://www.slu.edu/international-services/pdfs/international-student-handbook-english.pdf.

PROGRAM POLICIES AND GUIDELINES FOR GRADUATE STUDENTS

Academic Integrity

Introduction

Saint Louis University is a community of learning that is built on honesty and trust among administrators, faculty, staff, and students. Acts of academic misconduct violate this trust and the ethical principles of Christianity, the Catholic Church, and the Society of Jesus, which are fundamental to the University's mission. The prevailing ethical principles and practices of American higher education may differ from those of the native cultures of INTO SLU students, and as such, the INTO SLU policy on academic integrity must allow for this cultural learning curve. To achieve that end, this policy emphasizes INTO SLU's responsibility for educating the student population about these differences but also holds students accountable for knowingly violating the policy.

The Responsibilities of Stakeholders

To foster an academic environment in which integrity is paramount, INTO SLU relies on the commitment of all individuals in the INTO SLU community. **Every member of the community** is expected to model high standards of academic integrity and to report any violation of the academic integrity policy. Additionally, **administrators** are expected to provide training to instructors that establishes clear expectations about the standards of academic integrity and to manage the adjudication process; **instructors** are expected to educate students about the standards of academic integrity and to design assignments that minimize the possibility of academic misconduct; and **students** are expected to read and understand the academic integrity policy and to adhere to this policy when completing course assignments.

The Policy

Students are expected to be honest in their academic work. The University reserves the right to penalize any student whose academic conduct is, in its judgment, detrimental to the University. Such conduct shall include cases of plagiarism, collusion, cheating, giving or receiving or offering or soliciting information in examinations, or the use of previously prepared material in examinations or quizzes. It is the responsibility of any student who observes such dishonest conduct to call it to the attention of a faculty member or administrator. Violations should be reported to the course instructor, who will investigate and adjudicate them according to the INTO SLU Policy on Academic Integrity. If the charges are found to be true, the student may be liable for academic or disciplinary probation, suspension, or expulsion by the University.

Recommendations of sanctions to be imposed will be made to the Academic Director of INTO SLU. Possible sanctions for a violation of academic integrity include, but are not limited to: assignment of a failing grade for the assignment and/or course, disciplinary probation, suspension, and/or dismissal from the University. While grades are very important in the current educational system and the University is a highly competitive environment, achieving high grades through dishonest means is not worth the risk to one's overall grade, reputation, and career.

Types of Academic Misconduct

Types of academic misconduct include, but are not limited to, the following acts. **Cheating** involves the use of unauthorized or unethical assistance to gain an unfair advantage over other students. **Falsification** involves misrepresentations of fact for academic gain. **Plagiarism** involves the representation of someone else's thoughts or words as if they were one's own, either intentionally or unintentionally. **Sabotage** involves interfering with or seeking to prevent the academic pursuits of others. **Collusion** involves collaboration with another person or persons for the purpose of engaging in, aiding, or abetting acts of academic misconduct.

Classes of Violations

Academic integrity violations can be classified as a **Minor Violation** or a **Major Violation**. Minor Violations may include, but are not limited to, when a student engages in an act of academic misconduct on an assignment of minimal weight to the overall grade of the course. Major Violations may include, but are not limited to, when a student engages in an act of academic misconduct on an assignment of considerable weight to the overall grade of the course, or when a student has committed two prior minor violations.

Saint Louis University has specific rules about academic integrity. You can read about those rules here: https://www.slu.edu/academics/graduate/university-wide_academic_integrity_policy_final_6-26-15.pdf

Classroom Expectations

Each class you take at Saint Louis University may include specific behavior and conduct policies on the syllabus. You are also required to meet the following expectations in all classes:

- Attend all class meetings
- Arrive to class on time
- Complete your homework on time and bring it with you to class
- Participate in class
- Bring the necessary materials to class: textbooks, pencils, pens, notebooks
- Silence and store away your phone or other electronic devices unless you are asked to use them in class

Since meeting the classroom expectations of the University is part of your learning process, your grade may be affected if you do not follow these guidelines.

Code of Conduct

Saint Louis University students are required to follow the University's Code of Conduct, found in the Student Handbook. If you believe someone is not following the Code of Conduct, you can speak with your instructors, your faculty mentors, or the INTO SLU Director of Student Experience, Annie Rosenkranz. In an emergency, call Campus Security at 314-977-3000.

ADVISING

While you are a student in the INTO SLU programs, you have many advisors who are committed to your success in and out of the classroom. These advisors include your academic advisor, Lauren Cawein, and the Student Experience team. You can meet with your advisors any time you have questions or concerns. If one of your advisors requests a meeting with you, you are **required** to attend.

Graduate Program Contacts

As a Graduate Pathway student, your program may also prefer that you begin working with a faculty mentor in your area of specialization. You may use the list below to contact your program and begin working with a mentor.

Program	Contact Name	Contact Number	Contact Email
Applied Financial Economics	Gerry Singer	314.977.3806	geralyn.singer@slu.edu
Bioinformatics and Computational Biology	Maureen Donlin	314.977.8858	maureen.donlin@health.slu.edu
Business Administration	Gerry Singer	314.977.3806	geralyn.singer@slu.edu
Chemistry	Dana Baum	314.977.2842	dana.baum@slu.edu
Computer Science	Kevin Scanell	314.977.2489	kevin.scannell@slu.edu
Engineering	Riyadh Hindi	314.977.8547	riyadh.hindi@slu.edu
Nursing	Joanne Kraenzle Schneider	314.977.8397	joanne.schneider@slu.edu
Nutrition & Dietetics	Ivis Forrester	314.977.8660	Ivis.forrester@health.slu.edu
Supply Chain Management	Gerry Singer	314.977.3806	geralyn.singer@slu.edu
Software Engineering	Kevin Scanell	314.977.2489	kevin.scannell@slu.edu
Urban Planning and Development	Sarah Coffin	314.977.3930	sarah.coffin@slu.edu

PLACEMENT AND PROGRESS MEASURES

Placement Tests

Two placement tests, the OOPT and the SLUWE, position you at the level at which you will be most successful. Testing dates and instructions are sent out over email. You are responsible for following these instructions, and attending at the required testing date, time, and location. Failure to test on the required dates may affect course placement or registration status.

Oxford Online Placement Test (OOPT)

The OOPT is online test of your general English language proficiency. The OOPT tests grammar knowledge and listening skill.

The Graduate Saint Louis University Writing Exam (Grad SLUWE)

The Grad SLUWE is a language skills assessment that determines your readiness for Saint Louis University graduate-level academic coursework. The Grad SLUWE tests the skill areas of writing ability, reading comprehension, grammatical accuracy and sophistication, and documentation in either MLA style or APA style. A citation guide will be provided during the exam.

Grades and Grade Point Average

You must remain in good academic standing in order to progress. Students in good standing have a grade point average (GPA) of 2.5 or higher, depending on your program of study

Many Graduate Pathway programs require a minimum GPA that is higher than 2.5 and a grade of B or better in all courses related to your major. You should be familiar with your program's progression requirements. It is a good idea to know your current GPA and speak with your instructors, your faculty mentor, the Pathway Coordinator and the Director of Student Experience if you have any questions about your progress in your classes.

Grade Appeals

Students may appeal IEP and EAP course grades by completing the grade appeal process with the Academic English Coordinator, Dr. Lisa Fischer, or the Pathway Coordinator, Dr. Lisieux Huelman.

Probation

As a student in the INTO SLU program, you are expected to make good progress towards your major area of study. If you fail to meet the requirements for academic good standing (for example, falling below the minimum GPA, failing to meet progression criteria or minimal course grade requirements) or if you take an unauthorized leave of absence or have excessive unapproved absences, you will be placed on academic probation. If you are on probation for two semesters and do not meet the progression criteria, you may be dismissed.

Students may appeal dismissal by completing the dismissal appeal process with the Academic Director, Dr. Anneke Bart.

ACADEMIC SUPPORT FOR GRADUATE STUDENTS

The English Language Center

The English Language Center (ELC) provides specialized support for international students at all levels. In one-on-one consultations and in group workshops, ELC consultants provide feedback and offer strategies to improve your writing at every stage, from coming up with ideas for your paper, to organizing a draft, to polishing the final document. The ELC also offers assistance in testing strategies, multi-media projects, grammatical accuracy, research skills, and pronunciation.

During ELC consultations, you will work with consultants to develop strategies to become a more capable and proficient English language learner. Consultants can help you prioritize your language needs and assess your strengths and weaknesses.

ELC consultants will work with you to improve grammatical accuracy and to learn grammatical rules, skills, and concepts, but **will not edit your papers.** Consultants will help identify error patterns in writing and develop strategies to correct and control these errors, but will never "fix" or "correct" a paper in ways that raise it to a level of proficiency and fluency beyond what you can reasonably achieve.

ELC consultants are SLU faculty members, graduate students, and undergraduate students who have been trained to assist students whose native language is not English and to foster each writer's sense of control over the writing process. We take pride in our roles as interpreters and ambassadors of academic and American culture, and we are dedicated to helping you become more proficient writers.

You may make an appointment with the ELC at any point in the writing process, but the help will be most effective if you schedule your appointment with enough time to revise your work before the assignment is due. During standard semesters, use SLU Appointments (accessed through http://myslu.slu.edu) to make an ELC appointment. The ELC accepts walk-ins when consultants are available, but appointments are strongly encouraged as ELC services are in high demand. Students may make a maximum of one appointment per day and three appointments per week.

Graduate Pathway students are encouraged to visit University Writing Services: http://www.slu.edu/life-at-slu/student-success-center/academic-support/university-writing-services/index.php.

Course Evaluation

You have the opportunity to evaluate your classes and instructors at the end of each semester. These evaluations are very important to improve classes and the quality of instruction. Instructors will give you directions for submitting course evaluations. All evaluations are anonymous and are not given to instructors until after course grades have been submitted. Your evaluation remarks cannot hurt or help your class grade.

Being an International Graduate Student

Attending classes, engaging with teachers and fellow students, completing all your assignments will all contribute to your success, but you will also gain much in terms of language and social competence by observing and engaging with life around you. There is a lot to learn and at times some of the cultural differences may seem very strange, but you will benefit.

There is a lot of information for international students studying at SLU available in the International Student Handbook online at https://www.slu.edu/international-services/pdfs/international-student-handbook-english.pdf.

Graduate Student Handbooks

Many graduate programs also maintain a Graduate Student Handbook for their students. It is important that you become familiar with your program's handbook. Please refer to your program's home page or your program contact person to find your program's handbook.

Graduate Student Association (GSA)

In addition to the resources offered by INTO SLU, you are also represented by the Graduate Student Association (GSA). According to their mission, "GSA sponsors the annual Graduate Student Research Symposium which showcases graduate student research, in both paper and poster formats. Graduate students may also apply for GSA awards for conference presentation and attendance, publication assistance, as well as summer research support towards thesis, dissertation, and exam preparation." You can find more information about GSA and its policies on their website: http://gsa.slu.edu.

Appendix A

Progression Requirements between Academic English Levels

- Overall 2.5

Undergraduate Pathway Progression Requirements Academic English to Pathway

Official progression requirements from Academic English Level 5 to the Undergraduate Pathway

- You will need to complete Level 4
- Earn a 2.5 overall GPA with no grades below a C

Undergraduate Pathway Requirements Pathway to Degree Progression

Aerospace Engineering, Arts, Aeronautics, Business, Computer Science, Engineering, General Studies

- Minimum 2.7 cumulative GPA
- Grade of B or better in all classes counting toward major
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- Completion of Pathway Curriculum as shown in the grid, whether in the comprehensive, standard, accelerated, or extension semester

Health Information Management, Mathematics and Statistics, Science

- Minimum 2.5 cumulative GPA
- Grade of B or better in all classes counting toward major
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

Graduate Pathway Progression Requirements Academic English to Pathway

Official progression requirements from Academic English Level 5 to the Graduate Pathway

- You will need to complete Level 5
- Earn a 2.75 overall GPA with no grades below a C

Graduate Pathway Requirements Pathway to Degree Progression

Bioinformatics and Computation Biology

- Minimum 3.0 cumulative GPA
- Grade of B- or better in BCB 5200 and BCB 5250
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

Applied Financial Economics

- Minimum 3.0 cumulative GPA
- Grade of B or better in all business courses (can have B- in one class at most)
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- GMAT 550 overall OR GRE 149V 158Q
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

MBA/Supply Chain Management

- Minimum 3.0 cumulative GPA
- Grade of B or better in all business courses (can have B- in one class at most)
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- GMAT 500 overall OR GRE 149V 153Q
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

Engineering

- Minimum 3.0 cumulative GPA
- Grade of B or better in all courses
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- GRE score of at least 150Q
- Letter of recommendation from SLU faculty member

- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

LLM

- Minimum 3.0 cumulative GPA
- Grade of B or better in Intro to US Laws course
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

JD

- Minimum 3.0 cumulative GPA
- Grade of B or better in Intro to US Laws course
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- LSAT score of 152 or above
- Complete LSAC Credential Assembly Service file
- SLU Law JD application
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

Health Data Science

- Minimum 3.0 cumulative GPA
- Grade of B or better in all programming courses
- No C-/D/F/W/I/P/NP/S/U grades
- Writing portfolio
- Completion of Pathway Curriculum as shown in the grid (i.e., If a class was not successfully completed in Pathway I and is re-taken in Pathway II, then the student may need a Pathway III to ensure that full curriculum was completed.)

Accelerated Progression Requirements (Academic English)

Accelerated progression can occur at any Academic English level and can occur from Academic English into Pathway I (i.e., complete Level 3>>skip Level 4>>join Undergraduate Pathway I OR Level 4, skip 5, Graduate Pathway I)

Accelerated progression cannot occur into Pathway II (i.e., students cannot complete Level 4, skip Undergraduate Pathway I, join Undergraduate Pathway II OR complete Level 5, skip Graduate Pathway I, join Graduate Pathway II)

1) GPA of 3.5 or higher in their current level
2) A grade of B or better in their reading, writing and grammar courses
3) A grade of B or better in their content course (applicable for EAP 600 or EAP 800 (grad) students)
4) Writing Portfolio
5) Signature of approval by Faculty Mentor, Academic English Coordinator and Academic Director

Note: Cannot accelerate and skip a subsequent semester (i.e., Level 4 in spring, skips level 5, but must stay over summer to start Pathway courses

Note: Accelerated Progression can also depend on program availability. For example, the Applied Financial Economics degree only has a Fall semester start, so Academic English sequencing must follow accordingly. Please refer to brochure for Fall and Spring semester start availability.