INSPIRING KNOWLEDGE ADVANCING LIVES
Our mission is to prepare both international and local community English language learners for academic and professional success through:

- English language skills development taught by highly qualified instructors.
- Continual improvement in instruction and assessment in order to meet the academic needs of all students.
- Teaching specific American cultural knowledge while also encouraging cross-cultural understanding and acceptance through interactive, student-centered instruction and meaningful social and academic student activities.
At Columbia School of English, our focus is on our students. It is our aim to help you reach your English learning goals in an intellectually challenging and supportive environment.

We provide well-equipped facilities and highly qualified teachers to ensure that you receive a quality English education.

When you graduate from Columbia School of English, you will have an English education you can be proud of. We are committed to your success and will celebrate your accomplishments. Take some time to learn who we are by reading through this brochure.
Columbia School of English offers an accredited full-time academic program designed for international student. We focus on building your English skills to communicate in academic and professional settings, and we offer training in TOEFL and IELTS testing skills, verbal strategies, and writing skills development. Our programs are designed specifically to enable and challenge you to move forward with your personal, professional and academic development.

**PROGRAM DETAILS**

**Standard Track**
Expand your English skills and develop your proficiency in listening, speaking, reading, vocabulary, writing, and grammar. Learn to communicate fluently and effectively in an academic setting. Includes 2 workshops. (21 hours a week)

**Intensive Track**
Increase proficiency in listening, speaking, reading, vocabulary, writing and grammar while improving your study skills. 3 Workshops are available to Intensive Track Students. (24 hours per week)

**Premier Track**
Maximize your progress with core courses and semi-private tutoring lessons. Work closely with instructors to develop your skills in every area. TOEFL or IELTS prep courses are included. (27 - 33 hours per week)

**Part-Time Tracks**
Designed for avocational students who want to hone their English skills, students can choose between a morning “Core Courses” schedule or an afternoon “Workshop” schedule. (12 - 15 hours per week)

**TOEFL and IELTS Courses**
Study specific TOEFL or IELTS skills to help raise your score. Included in all full-time programs as an optional workshop. (4 - 6 hours per week)

*Check out our website cs.edu for more info*
Here is a chart comparing our three full-time Academic English tracks and our two part-time English tracks. Students may choose workshops from the list below. The number of workshops available varies based on track. Workshop placement is based on availability, term schedule and the student’s language proficiency.
**STUDENT SERVICES**

**College Advising**
If you need help selecting a college, deciding on which tests to take, or just filling out applications, the International Student Advisor (ISA) is here to help.

**College Visits**
Once per term, we have a college presentation. A university or college representative will come talk to the students of CSE, help answer any questions you may have about admissions, and set up appointments for you to visit their college.

**Personal/Immigration Advising**
Personal advising is always available to students. If you need assistance with a personal matter, the ISA will be available to assist you.

**Academic Advising**
Students with questions about their classes, schedules, level movement or grades should speak with the International Student Advisor. The ISA can help students understand their grades, work through problems with classes, provide course descriptions to students, and recommend workshop classes.

**Computer Lab**
The computer lab is open from 9am to 4:30pm and allows students access to high speed Internet and printers in order to complete their assignments.

*Check out our website cs.edu for more info*

---

**Mondays**
- Reading & Writing
- Listening & Speaking
- Vocabulary
- TOEFL Prep
- Study Lab

**Tuesdays**
- Grammar & Communication
- Listening & Speaking
- Pronunciation
- Writing
- IELTS Prep

**Wednesdays**
- Reading & Writing
- Listening & Speaking
- Vocabulary
- TOEFL Prep
- Study Lab

**Thursdays**
- Grammar & Communication
- Listening & Speaking
- Pronunciation
- Writing
- IELTS Prep

**Fridays**
- Reading & Writing
- Listening & Speaking
- Vocabulary
- TOEFL Prep
- Study Lab

*Our Current Daily Schedule at Columbia School of English*
STUDENT ACTIVITIES

Learning English doesn’t just happen in the classroom. To help our students become immersed in the American culture, we offer a full, comprehensive activities schedule.

Portland offers a large selection of free and inexpensive events to give you the full American English experience on the cheap. With our robust activities and events calendar, you’ll be immersed not only in the English language, but in the Portland culture as well. Learn about American customs, holidays and events through hands-on activities.

TYPICAL CSE EVENTS

- Laser Tag at Ultrazone in Milwaukie
- Holiday Parties, such as Thanksgiving Potluck and Halloween Costume Party
- Trip to the Saturday Market and Rose Festival Parade in Downtown
- Summer Barbecues and Potlucks in Lents Park
STUDENT HOUSING

Looking for a home away from home? These beautifully furnished, new deluxe apartments can hold up to 500 students. You can choose from a private bedroom with a private bathroom or a private bedroom with a shared bathroom.

Each bedroom has all the amenities you need: a bed, desk, chair, lamp, large closet and bed linens. Enjoy cooking in your full-size kitchen and hanging out in the living room with its comfy sofa and chairs.

In the kitchen, CSE provides a dishwasher, oven, microwave, refrigerator, kitchen utensils, silverware, garbage disposal, and dining table with chairs. Students will need to purchase their own bathroom supplies.

INTERNATIONAL APARTMENT SPECIAL

Furnished private room with private bath in a two bed, two bath apartment includes all utilities, linens, Internet, cable TV, furniture and kitchen utensils.
This eclectic and lively community offers many things, including the best coffee, beer and outdoor activities on the west coast.

There are many things to see and do in Portland to get the full American culture experience. Portland is divided into neighborhoods that each have their own distinct feeling and culture.

We here at Columbia School of English ensure that our students explore Portland and get immersed in American culture while building their English language skills.

WHAT’S IN PORTLAND?

- Cultural grocery stores within 10 minutes of our school.
- Lots of parks, outdoor hiking trails and beautiful landmarks to enjoy.
- Oregon does not have sales tax, which makes it a shopping destination.
- Free parking and inexpensive rent creates a livable way to explore the US.
APPLICATION PROCESS

1. Fill out an Online Application at www.cs.edu/application-form/. This includes submitting:
   - A copy of the Student’s Passport with an expiration date no earlier than 6 months before their program is expected to end.
   - A bank statement in the Student’s Name showing at least $13,000 US dollars per academic term, OR a bank statement in the name of a sponsor, accompanied by a letter of support for at least $13,000 USD per term of study, OR a scholarship award letter promising to pay the full cost of attendance and living expenses.

2. Pay Your Application Fee
   This can be done using our credit card authorization form included in this packet.

3. Receive Your Admission Decision Via Email.
   This will be sent to the email on your application.

4. Pay Express Mail Fee, and You will receive your I-20.
   When we FedEx your documents, we will also email you soft copies of your acceptance letter and I-20, as well as your FedEx tracking number.

5. Apply for Housing at www.cs.edu/parkland-apartments/
   You can download the housing application for Parkland Apartments to email it to info@cs.edu.

   The “Your Arrival” page has information about what you need to know about Portland before getting here.

Check out our website cs.edu for more info
ACCREDITATION

The Columbia School of English is accredited by the Commission on English Language Program Accreditation (CEA) for the period of 4 years and agrees to uphold the CEA Standards for English Language Programs and Institutions.

Columbia School of English was one of the first CEA accredited schools in the Portland metro area. CEA is recognized by the U.S. Secretary of Education as a national accrediting agency. For further information about this accreditation, please contact the Commission on English Language Program Accreditation, 401 N. Fairfax St., Suite 402A, Alexandria, VA 22314, (703) 519-2070.

The Columbia School of English is a member of ENGLISH USA (Formerly known as AAIEP, The American Association of Intensive English Programs), TESOL (Teachers of English to Speakers of Other Languages) and NAFSA: Association of International Educators.