



Douglas College

A 20-week full-time intensive language and cultural transition program that meets the needs of people who require English language skills to obtain work in Canada.

Integrated English Language Training

Cultural Transition & Workplace Orientation

Douglas College – Surrey Campus
The Training Group
220 Central City Mall
10153 King George Highway
Surrey, BC
Phone: 604 588 7772

The English Connection

For immigrant professionals and qualified trades people who require English Language and Business Communication skills.

- △ 500 hours full-time Immersion English Language training
- △ Up to 100 hours work experience in an industry-specific organization
- △ Workplace computer operations: Word, Excel, Internet and e-mail
- △ Reading Comprehension: understanding printed text
- △ Speaking & Listening: presentation, communication skills, paraphrasing
- △ Professional Language Communication: written and spoken — memos, reports, e-mail, letters, oral presentation skills
- △ Workplace Document Use: manuals, charts, graphs
- △ Meeting with Industry Professionals: developing workplace contacts, practicing industry-specific language, researching
- △ Portfolio Development and Presentation
- △ Workplace Etiquette: written and verbal communication, interpreting non-verbal cues, stereotyping, gender bias
- △ Getting Along on the Job: teamwork, problem solving, conflict resolution

Ongoing information sessions and student assessments available. Applicants require working knowledge of English (basic reading, writing, comprehension and speaking). Classes begin April 18, 2005.

\$5,750.00 per person – includes tuition, registration and supplies

www.douglas.bc.ca