Whether you are looking to pursue a degree at an American university or improve your English skills for a job in your home country, Capital’s Intensive English Program (IEP) is designed to get results. With on average four hours of English instruction every day, you will gain confidence and proficiency in your English language skills while also safely engaging with a diverse student population.

**SECTIONS AND PLACEMENT**

LEVEL 1  Elementary
LEVEL 2  Intermediate
LEVEL 3  High-intermediate
LEVEL 4  Advanced

Placement tests are given during orientation and will determine in which level you will begin. In order to be successful in Capital’s IEP, students should have previous study of English with at least two years in high school (secondary school) or a full year in a university within the past five years. Students entering Level 1 (elementary) must be able to speak, understand, write and read simple English sentences before coming to Capital.

**TERM DATES**

The fall and spring semesters are each 16 weeks (20 hours each week). The summer semester is 12 weeks (25 hours each week). All semesters include 1 week for finals.

**CLASSES (MODIFIED DUE TO COVID-19)**

Classes are scheduled from Monday-Thursday from 8:30-11:00am and 11:45-2:30 pm

LISTENING AND SPEAKING  1 hour - 15 minutes per day (Monday - Thursday)
GRAMMAR  1 hour-15 minutes per day (Monday - Thursday)
READING AND WRITING 2 hours-30 minutes per day (Monday - Thursday)
WORKSHOPS 1 hour per day (as offered)

**TUITION AND FEES FOR ONE SEMESTER**

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$7,340</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$6,004</td>
</tr>
<tr>
<td>Required University Fees</td>
<td>$155</td>
</tr>
<tr>
<td>Books, Insurance, and Supplies</td>
<td>$1,800</td>
</tr>
<tr>
<td>Total Per Semester</td>
<td>$15,299</td>
</tr>
</tbody>
</table>

**APPLY TODAY.**

**CENTER FOR GLOBAL EDUCATION**

EMAIL:  oie@capital.edu
WEB:  www.capital.edu/ESL
PHONE:  614-236-6170

1 College and Main  Columbus, Ohio, 43209  USA

* For health and safety reasons (COVID-19), this material is subject to change
FAST FACTS

- **AVERAGE IEP CLASS SIZE**: 8
- **NUMBER OF HOURS IN IEP CLASS PER WEEK**: 20
- **IEP STUDENTS WHO RATE THEIR INSTRUCTORS AS EXCELLENT**: 83%
- **IEP WORKSHOPS OFFERED EACH SEMESTER**: 8

- **TOTAL STUDENTS AT CAPITAL**: 3600
- **UNDERGRADUATE MAJORS**: 60
- **STUDENT-TO-FACULTY RATIO**: 12:1
- **STUDENT ORGANIZATIONS & CLUBS**: 90+

- **OPPORTUNITIES TO CHANGE THE WORLD**: ∞
- **YEAR CAPITAL WAS ESTABLISHED**: 1830
- **MINUTES TO WALK ACROSS CAMPUS**: 6
- **MINUTES TO DOWNTOWN COLUMBUS FROM CAMPUS**: 7

- **FORTUNE 500 COMPANIES IN COLUMBUS**: 28
- **COUNTRIES REPRESENTED ON CAMPUS**: 9
- **COLUMBUS’ RANK FOR BEST CITIES FOR NEW GRADUATES**: 14
- **OHIO’S RANK IN THE U.S. FOR INTERNATIONAL STUDENTS**: 8

WE COULD GO ON AND ON ABOUT CAPITAL, AND WE OFTEN DO. BUT SOMETIMES IT’S BETTER TO BE BRIEF. HERE’S 17 FACTS WE THOUGHT YOU WOULD LIKE TO KNOW.

WWW.CAPITAL.EDU/ESL
International students are a growing population at Capital University. We welcome you to apply for IEP only, or for IEP with conditional admission to an undergraduate academic program.

We encourage you to plan ahead and submit your application and all the required admission materials early. This is important so that the correct immigration forms can be prepared and sent to you.

Below is information about the application process. After we have received all the necessary documents, you will be sent an acknowledgement of the application by email. Once admitted, you will receive a letter of admission and further instructions. If you intend to study on a student visa (F-1), you will also be sent the form I-20 needed to secure your visa.

**Please note: all documents submitted for admission consideration become University property and will not be returned, regardless of the admission decision.**

### APPLICATION DEADLINES

<table>
<thead>
<tr>
<th>Semester</th>
<th>Application Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>FALL SEMESTER</td>
<td>Apply before June 1</td>
</tr>
<tr>
<td>SPRING SEMESTER</td>
<td>Apply before October 1</td>
</tr>
<tr>
<td>SUMMER SEMESTER</td>
<td>Apply before March 1</td>
</tr>
</tbody>
</table>

The deadlines are flexible for students already in the U.S.

### APPLICATION PROCESS

To apply to Capital’s IEP, follow the directions on the application form. A completed IEP application includes:

1. A completed application: submit your application online, or you can download the International Student Application Packet at [www.capital.edu/International-Application-Process](http://www.capital.edu/International-Application-Process).


3. Official records/transcripts from all high school and university study (most recent).

4. Photocopy of your passport identification page.

5. For F-1 visa students, proof of funds to study in the form of current bank statements and an Affidavit of Support from the International Student Application Packet. Download the packet on our website at [www.capital.edu/International-Application-Process](http://www.capital.edu/International-Application-Process).

Students who need an I-20 must submit financial documentation. Students planning to study English for one semester need to show $15,299. Students planning to study a full academic year need to show $30,598.

### TUITION AND FEES FOR ONE SEMESTER

<table>
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<tr>
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</tr>
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<td>TOTAL PER SEMESTER</td>
<td>$15,299</td>
</tr>
</tbody>
</table>

### TRANSFER STUDENTS: ADDITIONAL REQUIREMENTS

In addition to the standard application materials required, students transferring to Capital University from another U.S. institution must submit the following:

1. International Transfer Form ([www.capital.edu/International-Application-Process](http://www.capital.edu/International-Application-Process))

2. Most recent grade report from your current Intensive English Program.

3. Copy of your current I-20 or DS-2019.


### EXPRESS MAIL

Capital University uses University Express Mail Services (eshipglobal) to ship all documents via express mail. For more information on I-20 shipping options, please visit [www.capital.edu/ESL](http://www.capital.edu/ESL) and click on the After You’re Admitted section.


**LEVELS OF INSTRUCTION**

The Intensive English Program (IEP) offers four levels of instruction: Elementary, Intermediate, High Intermediate, and Advanced. Each level lasts a full semester. At each level, you will have daily classes in Reading, Writing, Grammar, and Listening and Speaking. In the Fall and Spring, you may also participate in workshops if they are offered. An initial placement exam determines which level is best for you.

**WORKSHOPS/LECTURES**

The following represents a sampling of special workshops that have been offered in the past. Please Note: We are not always able to offer these workshops.

- TOEFL Preparation
- IELTS Preparation
- Advanced Vocabulary
- English through Drama
- English through Music
- Fun with Grammar
- Preparing for Your Academic Program
- Writing an English Newsletter
- Living in the USA
- English Through Film

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**SAMPLE CLASS SCHEDULE: SPRING 2022 (IN-PERSON)**

<table>
<thead>
<tr>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 a.m. – 9:45 a.m.</td>
<td>Reading</td>
<td>Reading</td>
<td>Reading</td>
</tr>
<tr>
<td>9:45 a.m. – 11:00 a.m.</td>
<td>Writing</td>
<td>Writing</td>
<td>Writing</td>
</tr>
<tr>
<td>11:45 a.m. – 1:00 p.m.</td>
<td>Listening/Speaking</td>
<td>Listening/Speaking</td>
<td>Listening/Speaking</td>
</tr>
<tr>
<td>1:15 – 2:30 p.m.</td>
<td>Grammar</td>
<td>Grammar</td>
<td>Grammar</td>
</tr>
</tbody>
</table>

**TYPICAL NON-COVID PROGRAM SCHEDULE (SPRING & FALL)**

<table>
<thead>
<tr>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-9:50 A.M.</td>
<td>Reading</td>
<td>Reading</td>
<td>Reading</td>
<td>Reading</td>
</tr>
<tr>
<td>10-10:50 A.M.</td>
<td>Writing</td>
<td>Writing</td>
<td>Writing</td>
<td>Writing</td>
</tr>
<tr>
<td>11-11:50 A.M.</td>
<td>Listening/Speaking</td>
<td>Listening/Speaking</td>
<td>Listening/Speaking</td>
<td>Listening/Speaking</td>
</tr>
<tr>
<td>12:45-1:50 P.M.</td>
<td>Grammar</td>
<td>Grammar</td>
<td>Grammar</td>
<td>Grammar</td>
</tr>
<tr>
<td>2-2:50 P.M.</td>
<td>Workshops (Not always offered)</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>