

# WORKPLACE LANGUAGE SKILLS FOR ESL – LEVEL 3 - CERTIFICATE OF COMPETENCY

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**Plan Code: 6510**

Students will develop competency in workplace language skills at high-intermediate level and will be able to select and appropriately use standard organizational, cultural and linguistic features in a mock job interview and in written discourse.

## Program Student Learning Outcomes

- Select and use conventional organizational, formatting and grammatical elements to compose and edit a cover letter.
- Select and use appropriate cultural and sociolinguistic norms for a U.S. style mock job interview.

## Program Requirements

Code Number	Course Title	Hours
<b>REQUIRED COURSES</b>		
ESL 674	Listen/Speak for Work for ESL Level 3	90
ESL 675	Read/Write for Work for ESL Level 3	90
<b>Total Hours</b>		<b>180</b>