

PALS ACCENT REDUCTION COURSE

INSTRUCTIONS TO APPLY

Fall 2009

September 14 – November 16

[10-weeks]

- SUBMIT:** A. PALS Application Form
B. Minimum Requirement – Seventeen (17) Years of Age
C. Application Fee (Non-Refundable): \$100

- COSTS:** *Application Fee - \$100
*Computer Fee - \$100
1.5 hrs/wk (10-weeks) - \$700

* Waived for Rutgers Students & Employees

Note: Please retain your receipt of payment for income tax purposes.

METHOD OF PAYMENT:

1. Application Fee (\$100):
 - A. Send Check or Money Order payable to “**Rutgers University**”.
 - B. Cash, Traveler’s Cheque, or Credit Card (Visa, Master Card, or Discover)
– Pay in-person to PALS office. Hours: 8:30AM to 3:15PM, Monday to Friday.
 - C. Contact the PALS Office for other available payment arrangements.
2. Tuition and Computer Fee:
Pay in-person to PALS office, or other available payment arrangements.
Hours: 8:30AM to 3:15PM, Monday to Friday.

Submit all documents and fees to:

PALS - Rutgers University
152 Conklin Hall
175 University Avenue
Newark, NJ 07102-1814

PALS ACCENT REDUCTION COURSE

Mondays (1.5 hours per week)

11:30 AM – 12:50 PM

COURSE DESCRIPTION

Accent Reduction for Professionals and Scholars

This course provides contextualized practice at the advanced level to improve the speech intelligibility of non-native speakers of English. The course focuses on problems of American English sound/spelling patterns, word endings, syllables, stress, reductions, assimilation, blending, rhythm and intonation common to speakers of different language backgrounds. Emphasis will be placed on introducing students to the specifics of a Tri-State (New York, New Jersey & Philadelphia) accent and contrasting it with accents from the rest of the country.

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PALS POLICIES & REGULATIONS

WITHDRAWALS

Written notification is the only official means of withdrawal from PALS. Students must notify the PALS Office **in writing** of the reason for withdrawal. The date the PALS Office receives such written Notice shall be considered the date of withdrawal. A student is not eligible for any refund of tuition unless the withdrawal is formally reported according to the above procedure.

FAILURE TO REPORT

A student who does not report for the PALS session, for which he/she has registered, has 2 weeks following the start of the session to contact the PALS office to submit his written withdrawal from that session and has the opportunity to register with the same tuition immediately in the following session. After 2 weeks, the student has to register again and pay full tuition and the pertinent fees. In other words, if the student does not submit a written withdrawal and reserve the right to continue in the immediate session following the session, he/she will not receive any refund.

REFUNDS AND DEPOSITS

To receive 100% of tuition, a student must cancel the registration before the first day of the course. To cancel, a student must notify the PALS office in person, by phone, or in writing before the first day of class. Stopping payment on a check does not cancel your registration. **Returned checks will incur repayment of check plus a \$25 returned check fee – payable by cash or money order only.**

A student who withdraws from a course during the first week of class will receive a partial refund of tuition.

Before the first day of classes – 100% refund
First week of classes – 50% refund
No refund after the first week.

STATEMENT:

I understand and agree to conform to all the financial and academic regulations established by Rutgers University and the Program in American Language Studies.

_____/_____
Signature Date