



**ZICKLIN ENGLISH LANGUAGE SUPPORT COURSES
Important Information on Waivers and Registration**

- The English language waiver exam will be given on **January 21 at 9:30 AM** in Baruch's Vertical Campus Building. The room will be announced. For part-time students who are working, an additional waiver exam will be given on Wednesday, January 21 at 6:00 PM.
- You can register for the test in two ways:
 - 1) Call the CAPS office at 646-312-5000 and register over the phone. **Make sure to specify that you are registering for the Zicklin English language waiver exam on January 21 at 9:30am or 6:pm.**
 - 2) Email the CAPS office at caps@baruch.cuny.edu and include the following information:
 - Write **“Zicklin English language waiver January 21 at 9:30am”** or **“Zicklin English language waiver January 21 at 6:00pm”** in the subject line of the email.
 - Write **“Please register me for the January 21, 2009 9:30am Zicklin English language waiver exam”** or **“Please register me for the January 21, 2009 6:00pm Zicklin English language waiver exam”** in the body of your email.
 - Include your name, address, and phone number.
- Test results will be available on January 26, 2009. (You will need to e-mail CAPS to request results.)
- Unless you have waived all Zicklin English language courses based on your test results, you must take at least one course in the spring 2009 term, so that you may continue to register for MBA or MS courses in summer 2009 or fall 2009.
- **You will receive information regarding how to register** for spring language courses with your waiver course results.
- **Language support courses begin on February 2, 2009.**
- You should *not* take Oral and Written Communication in the same semester.
- As a general rule, you should take at least one language course per term. Language courses must be completed by the end of the fall 2009 term.



- The guide below will help you to plan your language courses, based on your waiver exam results:
 - If 1 course is needed: you must take it in spring 2009
 - If 2 courses are needed: you must take one in spring 2009 and complete the second by the end of fall 2009 (you will have the option of taking the 2nd module in the summer)
 - If 3 courses are needed: you must take at least one in spring 2009 and complete the remaining courses by spring 2010 (you are advised to take advantage of summer 2009 or January 2010 courses in order to complete your required modules before the spring 2010 term.)
 - If 4 courses are needed: you must take at least one in spring 2009 and complete remaining courses by spring 2010 (you are advised to take advantage of summer or January courses)

- For your convenience all modules will be offered in the spring, summer, fall and winter (January) terms. In spring and fall the 50 hour courses will be offered in a 2 ½ hour, two-day-a week format or intensive 5 hour Saturday format. The 25 hour courses will be offered in a 2 ½ hour, one-day-a week format.

For your reference, this table gives more information about the language modules:

MODULE	COST	HOURS	CREDIT EQUIV (60-minute hour)+	CREDIT EQUIV (50-minute hour)+
Written	\$700	50	4	3+
Oral	\$700	50	4	3+
Grammar	\$350	25	2	1.5
Pronunciation	\$350	25	2	1.5
TOTAL	\$2100	150	12	9+