THE UNIVERSITY OF MEMPHIS

Intensive English for Internationals

Au Pair English Study Information

The IEI program at The University of Memphis welcomes you to our city! We hope that you have a wonderful year with your host family and that your study with us will be profitable to you. This information sheet is designed to help you determine how IEI can best work as the education component of your Au Pair experience.

State Department regulations for Au Pairs include this requirement:

Sponsors shall require that during their period of program participation, all EduCare au pair participants be enrolled in an accredited U.S. post-secondary institution for not less than twelve semester hours of academic credit or its equivalent and that all other au pair participants be enrolled in an accredited U.S. post-secondary institution for not less than six semester hours of academic credit or its equivalent. As a condition of program participation, host family participants must agree to facilitate the enrollment and attendance of the au pair in an accredited U.S. post-secondary institution and to pay the cost of such academic course work in an amount not to exceed $1,000 for EduCare au pair participants and in an amount not to exceed $500 for all other au pair participants.

These credits must be earned within the current year of participation, and they cannot be rolled over to subsequent years.

The IEI Program

Intensive English for Internationals offers many daytime class options. These classes are not credit-producing, but they are acceptable according to the State Department rules. For a full description of our classes, start dates, and fees, please see our website at http://iei.memphis.edu Our daytime intensive program sessions run for eight weeks, beginning generally at the end of August, mid-October, early January, mid-March and early June. Our evening courses sessions run for 6 weeks, beginning in January, March, May, July, September, and November.

Students are required to attend and fully participate in their classes. A grade report and certificate is given at the successful completion of each session. A proof of enrollment letter is also provided at the end of the session to Au Pairs to confirm the number of class hours studied.

Applying to IEI

Au Pairs interested in studying with us can complete the Non-F1 Application for daytime study. This application and accompanying fees should be turned in by the registration deadline given on the web site. Please contact us if you have any questions.

IEI Classes Offered on the UM Campus Daytime Classes:

	Monday	Tuesday	Wednesday	Thursday	Friday
Reading/Writing (9 hrs/week) **Cost: $864**	9:00-10:50 am	9:30-10:50 am	9:00-10:50 am	9:30-10:50 am	9:00-10:50 am
Grammar (6 hrs/week) **Cost: $576**	11:10 am-12:00 pm	11:10 am - 12:30 pm	11:10 am-12:00 pm	11:10 am - 12:30 pm	11:10 am - 12:00 pm
Communication Skills (4hrs/week) **Cost: $384**		1:30 –3:20 pm		1:30 –3:20 pm	
Module (4hrs/week) **Cost: $384**	1:30 –3:20 pm		1:30 – 3:20 pm		

- **Reading/Writing** provides **72** class contact hours each session.
- **Grammar** provides **48** class contact hours each session.
- **Communication Skills** provides **32** class contact hours each session.
- **Modules** (pronunciation, etc.) provides **32** class contact hours each session.

Evening Classes:

Communication Skills for Internationals provides 24 class contact hours each session. The evening program meets twice a week on Tuesdays and Thursdays from 6:00 p.m. to 8:00 p.m., providing a total of 4 hours of instruction each week. The tuition cost for the program is $288.

Calculating Class Contact Hour/Credit Hour Equivalencies:

Divide the total number of contact hours by 12 to calculate the equivalent number of credit hours. Some Au Pair agencies divide the total number of contact hours by 15 to calculate the equivalent number of credit hours. Contact your Au Pair agency to confirm how they calculate the total number of college credit hours.
Example: A student takes Communication Skills (32 hours) one session and Grammar (48 hours) the following session. The total number of class hours (80) is divided by 12. The two classes combined are considered to be worth the same as 6.66 credit hours.

iei.memphis.edu
email: iei@memphis.edu Web:
Fax: 901-678-2747
Office: +1 (901) 678-2107
Memphis, Tennessee 38152
205 International Center

Intensive English for Internationals

MEMORANDUM

To: Au Pair Host Family

From: Fareed Bordbar- IEI Director

RE: Your Au Pair's Intensive English Studies

We are very happy to have your Au Pair studying with us this session. We think it's a great opportunity for your Au Pair to improve his or her English while he or she in the U.S.

Please understand that the IEI program is an intensive English program and that your Au Pair will be required to fully participate in the course(s) in which he or she is enrolled. The IEI program has an attendance policy. Your Au Pair is required to attend all classes in the week and both to be on-time and to stay for the entire class period. Students with excessive absences or tardies run the risk of being dismissed from the IEI program. If a student is sick, we understand that; he or she should call our office and should stay home. However, planned week-long absences interfere with the continuity of the student's studies and are not allowed. Please do not plan for your Au Pair to miss classes except in extreme emergencies. Please contact the IEI office if you wish to have clarification about these requirements.

In addition, Au Pairs who have excessive absences or tardies may not be given the class hours letter of confirmation that we usually provide at the end of the session.

Please sign and date the bottom of this letter and turn it in along with your Au Pair's application and/or registration fees. Your signature confirms that you agree to comply with our policy regarding your Au Pair's attendance.

Thank you for your cooperation!

Au Pair's Name _____ **IEI Session** _____

Host Parent's Signature _____ **Date** _____