Program Description
The English Language Center (ELC) program at Brigham Young University is under the direction of the Department of Linguistics and the Division of Continuing Education. The program is designed to develop fluency in English. There is no lower limit in English proficiency required for admission. Multiple levels of English are provided for international students. They range from beginning to advanced. Attention is given to listening comprehension, speaking, reading, writing, grammar, and U.S. culture. The principal objective is to develop fluent, oral communication. Although students in this intensive program are not regularly matriculated university students, they nevertheless have access to university library facilities, as well as to the ELC computer and resource centers.

Cost
Application Fee: $25
Tuition: $2325 per semester
Express Mail Fee: $20
Tuition must be received by the application deadline.
Note: $2325 is the tuition amount for the Fall 2011, Winter 2012, and Summer 2012 semesters. Contact the ELC for the tuition amount for other semesters.

Additional Costs Estimates
Books (dependent on level): $150-300 per semester
Health Insurance (single student): $225 per semester (estimate)
Living Expenses: $2800 per semester
Do not send money for the additional costs.

Refund Policy: If for any reason the student is unable to attend the English Language Center after the I-20 form has been issued, the student must return the I-20 form to the Center at least 30 days before the beginning of the semester to receive a tuition refund (a $50 discontinuance fee will be deducted from the tuition refund). If the Center is not notified 30 days before the semester begins, no refund or transfer will be made. Tuition is not refundable to students who withdraw from their studies after a semester begins. Also, tuition refunds will not be granted to students who are requested to discontinue from the Center for violation of policies and standards.

Requirements
1. Application - Make sure the application is complete and signed. Please print clearly or type the application. Incomplete applications will not be considered for admission.
2. Payment of $2370 which includes: Full tuition payment ($2325), non-refundable application fee ($25), and the express mail fee ($20). Payment methods are listed on the attached application. If we are unable to accept you or your visa is denied, the tuition is refundable (less a $50 discontinuance fee) up to 30 days before the beginning of the semester.
3. Bank statement: We need to receive an official original bank statement. The bank statement must show a minimum of US $11000 (for 2 semesters) or US $5500 (for 1 semester). A notarized original letter from a financial institution verifying that the minimum funds required are available in an account, may be submitted in place of a bank statement.
4. Statement of Support by Sponsor: If a sponsor is supporting you, the sponsor must complete the Statement of Support by Sponsor and send an original bank statement (or a notarized original letter from a financial institution) showing a minimum of US $11000 (for 2 semesters) or US $5500 (for 1 semester) with the original signed Statement of Support by Sponsor.
5. Student’s Commitment and Confidential Report signed by applicant and appropriate ecclesiastical leader.
6. Two current passport-size, color photos.
7. Copy of passport page showing your name, birthdate, and citizenship. Applicants must be at least 17 years old before school begins.
8. Copy of high school transcript, college transcript, or other post high school certificates. Applicants must have graduated from high school (or the equivalent of 12th grade in the US) to be eligible to be considered for admission. Provide an English translation of all transcripts or certificates.
9. If presently in the United States, copy of I-94 card and I-20 form or proof of residency.

Participation in or completion of ELC coursework does not constitute nor guarantee present or future admission to Brigham Young University.
ENGLISH LANGUAGE CENTER APPLICATION

Return to: English Language Center, 4056 JFSB, BYU Provo, UT 84602 Phone: (801) 422-2691 Fax: (801) 422-0474 Email: elcsec@byu.edu
(The completed application and payment must reach the ELC office by the application deadline for the applicant to be considered for admission.)

Personal Information

Name ____________________________________________  ____________________________________________  ____________________________________________

Last  First  Middle

Birthdate __________/_________/_________  Gender □ Male □ Female  Marital Status □ Single □ Married

Gender: Male  Female

Complete Mailing Address

Street Address

City, State (or Province)

Country  Zip Code

Phone ______________  Fax __________________  Email __________________

Country Code – City Code – Number  Country Code – City Code – Number

Registration Information

Indicate the year and semester(s) you plan to enroll:  Year ____________

□ Fall & Winter  September–April  (Deadline—May 1)

□ Winter & Summer  January–August  (Deadline—August 1)

□ Summer & Fall  May–December  (Deadline—December 1)

□ Fall only  September–December  (Deadline—May 1)

□ Winter only  January–April  (Deadline—August 1)

□ Summer only  May–August  (Deadline—December 1)

How many years have you studied English? _____  Are you a beginning, intermediate, or advanced English Speaker? ___________________________

Education

Please fill in the following information starting with most recent school attended. A copy of your high school transcript, college transcript, or other post high school certificates must be included with your application. Provide an English translation of all transcripts or certificates.

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<th>Degree</th>
<th>Date Completed</th>
<th>Major</th>
<th>University/High School</th>
<th>School Address</th>
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Religion

Religious Affiliation  □ LDS (Church of Jesus Christ of Latter-Day Saints)  □ Other ____________________________

If LDS, home ward/branch ____________________________ Stake/mission ____________________________

Have you served a full-time LDS mission? □ Yes  □ No  If yes, please complete the following information:

Name of Mission ____________________________ Start Date _______/_______ End Date _______/_______

Month/Year  Month/Year
Essay
Please write in your native language (or English) an essay about: “Why I want to study at the English Language Center.” You may attach a printed copy of your essay. If you do, please make sure your name is written on the upper left-hand corner. Please limit your essay to no more than 300 words.

Family Information  (If you will be coming by yourself, please go to the next section.)
If a spouse and/or any children will come with you, please complete this portion of the application. We need to receive a copy of the passport page listing the name, birthdate, and country of birth for each dependent.

Please note: An additional $700 per dependent, per semester must also be proven on a bank statement in addition to the funds which must be proven for the student.

<table>
<thead>
<tr>
<th>Family Name</th>
<th>Given Name</th>
<th>Birthdate</th>
<th>Birth Country</th>
<th>Relationship to Applicant</th>
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If necessary, please list additional dependents on a separate sheet of paper.

Special Accommodations
If you have a physical or emotional disability which will require reasonable accommodations, please attach a letter describing the nature of the disability and list what accommodations will be needed. Special accommodations for functional limitations must be preapproved.

Payment
Enclosed is my payment in the amount of $__________

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<tr>
<th>Application fee (non-refundable)</th>
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<tbody>
<tr>
<td>Tuition (one semester)</td>
<td>$2325</td>
</tr>
<tr>
<td>Express mail fee (optional)</td>
<td>$20</td>
</tr>
<tr>
<td>Total</td>
<td>$2370</td>
</tr>
</tbody>
</table>

Signature of Applicant ___________________________ Date __________ Signature of Parent or Guardian (if applicant is under 18 years age) ___________________________ Date __________
Statement of Support by Sponsor

If you are sponsoring a student, please complete this form and submit this original form with your own official original bank statement. (A notarized original letter from a financial institution verifying that the minimum funds required are available in your bank account, may be submitted in place of a bank statement.)

The original financial document (or notarized letter) must printed by a financial institution to verify that the minimum amount required (US $11000 for 2 semesters or US $5500 for 1 semester) is available for each semester(s) marked below. This original bank statement or verification letter and original Statement of Support by Sponsor form will be sent to the student to be used to apply for a student visa.

Return to: English Language Center, 4056 JFSB, Brigham Young University, Provo, UT 84602
Phone: (801) 422-2691 Fax: (801) 422-0474 Email: ELCSec@byu.edu

Name of Sponsor ________________________________________ Occupation ______________________

Mailing Address __________________________________________ Street Address ______________________

City, State (or Province) ___________________________ Country ___________________________ Zip Code ____________

Telephone __________________________ Email __________________________

I guarantee that I will make contributions to the support of ___________________________ for the amounts listed below.

(Name of student)

In the spaces provided below, write the amount (in US dollars) for each semester for which you will provide financial support. Please note that the minimum amount is US $11000 (for 2 semesters) or US $5500 (for 1 semester). If the student has dependents, an additional $700 per semester per dependent must also be shown.

- ☐ Fall & Winter $___________
  September–April
  (Deadline—May 1)

- ☐ Winter & Summer $___________
  January–August
  (Deadline—August 1)

- ☐ Summer & Fall $___________
  May–December
  (Deadline—Dec. 1)

- ☐ Fall only $___________
  September–Dec.
  (Deadline—May 1)

- ☐ Winter only $___________
  January–April
  (Deadline—August 1)

- ☐ Summer only $___________
  May–August
  (Deadline—Dec. 1)

Signature of Sponsor __________________________ Relationship to Student __________________________ Date ____________

Note: Sponsors who contribute at least 50% of a student's support may be informed of the student's progress upon their request.

Payment Methods:

Funds may be sent to the English Language Center by the following ways:


2. Travelers checks in U.S. funds. Sign and cosign the checks and make the checks payable to - Brigham Young University-ELC.

3. Wire money (bank to bank transfer):

   Acct. Name - Brigham Young University
   Acct. No. – 033-06000-01
   Routing No. – 121000248
   UID: 043199
   WF USD Acct.: 0286350723
   Swift Code – WFBUS605
   Bank Name and Address: Wells Fargo Bank, NA, Provo, Main North Branch, 86 N. University Ave., Provo, UT 84601

   Fax a copy of the wire confirmation to our office: (801) 422-0474
Student’s Commitment and Confidential Report
Please note: This form must be completed and signed by a bishop or branch president (LDS applicants), or by an appropriate religious official for non-LDS applicants as listed below under Directions.

Applicant’s Name __________________________ Religious Affiliation □ LDS (Mormon) □ Other __________
Birthdate____________________ When do you plan to begin your studies?________________________

Directions
The intensive English language program available at the English Language Center is of greatest value to a student when that student is deeply committed to the behavioral, moral, and spiritual standards contained in the Code of Honor and the Dress and Grooming Standards. To insure that the prospective student is fully informed of and committed to the standards expected by BYU and the English Language Center, this confidential report should be completed during an interview with the applicant by an LDS bishop or branch president if the applicant is a member of the Church of Jesus Christ of Latter-day Saints.
Applicants who are not members of the Church of Jesus Christ of Latter-day Saints may be interviewed by a Church of Jesus Christ of Latter-day Saints (Mormon) bishop, branch president, stake president, or mission president. If an LDS church bishop or branch president is not available, the non-LDS applicants may also be interviewed by a clergyman/woman of their own faith.

Code of Honor
1. Do you live the law of chastity?
   This includes abstinence from all sexual relations outside the bonds of marriage.

2. Do you observe the Word of Wisdom?
   This includes abstinence from alcoholic beverages, tobacco (no smoking or any other use of tobacco), tea, and coffee.

3. Do you respect property rights?
   This includes refraining from shoplifting, concealment, damage, or misuse of the property of others.

4. Have you been involved in drug abuse?
   This includes the possession, use, or distribution of any narcotic or dangerous drug (as defined by applicable law), except as prescribed by a licensed medical practitioner.

5. Will you comply with all University regulations?
   This includes compliance with rules relating to campus organizations and to the use of University or off-campus facilities.

6. Will you respect personal rights?
   This includes-
   a. not physically or verbally abusing any person and not engaging in conduct that threatens or endangers the health or safety of others; and
   b. not obstructing or disrupting the study of others; the performance of official duties by University personnel; the teaching, research, disciplinary, administrative, or other functions of the University premises.

7. Do you currently obey, honor, and sustain the law?

8. Are you honest in all behavior?
   This includes not cheating, plagiarizing, or knowingly giving false information.

9. Do you live the standard of Christian living taught by the Church of Jesus Christ of Latter-day Saints?
   This includes graciousness and consideration for others and the observance of high principles of honor, integrity, and morality.

10. Do you observe high standards of taste and decency?
    This includes refraining from disorderly, lewd, indecent, or obscene conduct and expression.

11. Will you observe University standards of dress and grooming as outlined?

12. Will you help others fulfill their responsibilities under the Code of Honor?

Dress and Grooming
The dress and grooming of both men and women should always be modest, neat, and clean, consistent with the dignity of a representative of Brigham Young University and The Church of Jesus Christ of Latter-day Saints.

Clothing should be modest in fabric, fit, and style, and appropriate for the occasion. Clothing should be knee-length or lower. Clothing which is sleeveless, strapless, or revealing is not acceptable. Shoes should be worn in public campus areas. Excessive ear piercing (more than one per ear) and all other body piercing are not acceptable.

A clean and well-cared-for appearance should be maintained. Hairstyles should be clean and neat, avoiding extreme styles and colors. Men’s hair should be trimmed above the collar, leaving the ear uncovered. Earrings for men and other body piercing are unacceptable. Men should be clean-shaven. Beards are not acceptable, except for certified medical or religious reasons. If worn, mustaches should be neatly trimmed. Men's sideburns should not extend below the earlobe or onto the cheek.
Applicant's Commitment
I have read the Code of Honor and Dress and Grooming Standards and hereby commit myself to do the following both on and off campus while enrolled at the English Language Center if I am admitted or re-admitted:

a. Conduct my personal life consistent with the standards of Christian living taught by The Church of Jesus Christ of Latter-day Saints;
b. Adhere to the other requirements of the attached Code of Honor and Dress and Grooming Standards as defined by the Board of Trustees.
c. I agree that the University may obtain confidential recommendations from church leaders and High School counselors concerning my application for admission and hereby waive any right I may have under university policies or federal or state law to examine confidential recommendations received by the English Language Center.

Signature of Applicant             Date

Interviewing Officer's Endorsement
It is essential that an unworthy student not be recommended for attendance in the English Language Center at BYU, but that the student get his/her life in order and then be recommended. I have thoroughly reviewed the requirements contained in the Code of Honor and Dress and Grooming Standards with the applicant. (All appropriate boxes must be checked.)

a. The applicant IS NOW ABIDING by all of these requirements. □ Yes  □ No. (If response is no, please comment.)

b. In my opinion the applicant WILL CONTINUE TO ABIDE BY THESE REQUIREMENTS during enrollment. □ Yes  □ No. (If response is no, please comment.)

c. If the applicant is currently excommunicated or disfellowshipped from The Church of Jesus Christ of Latter-day Saints or on probation to a Church Disciplinary Council, check here □

NOTE: If you have confidential information which may be grounds for denial to this student, please attach a separate letter.

Signature of Interviewer             Date  Church Position or Title

Name of Interviewer (please print)             Ward/Branch  Stake/Mission

Address

Number and street  city  state  country  zip code

Phone

Country Code – City Code – Number

Fax (optional)

Country Code – City Code – Number

Email