ESOL Online Orientation
Transitional Studies Division

Improve your reading, writing and math skills.

- Adult Basic Education (ABE)
- English for Speakers of Other Languages (ESOL)
- General Education Development (GED) preparation classes
- High School+ Diploma (HS+) for individuals 18 & older
Meet our Faculty for ESOL

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How to Contact Us?

• **Email:** basicstudies@olympic.edu

• **Virtual Assistance Lobby & Office Hours**
  - Mon, Tues, Wed, & Thurs from 8:30am – 3:30pm
  - [http://zoom.us/j/95662891776](http://zoom.us/j/95662891776)

• **Bremerton:** Phone: 360-475-7550  Location: Bldg. 4, room 223

• **Shelton:** Phone: 360-432-5435  Location: Bldg. S-4

• **Official College Communication** – Can be found on the Olympic College Web Site
  - [www.olympic.edu](http://www.olympic.edu)
Orientation Overview

- English for Speakers of Other Languages (ESOL)
- Assessments and Interview (Reading, Writing, Listening)
- Class Registration, Schedule and Cost
- Technology Resources
- Student Loaner Laptop and Mobile Hotspot Program
- Technology Refresher — Strongly Recommended
  - Review Technology Accounts
- College Resources.
ESOL Classes

- Classes offered quarterly – 10-week sessions, except for summer quarter at 8 weeks
  - **Summer**: July – mid August
  - **Winter**: January – mid March
  - **Fall**: Late September – December
  - **Spring**: April – mid June

- Schedule: Classes are offered morning, afternoon and evening
  - Note: Classes, days, times & locations will vary each quarter

- Classes: Currently, the majority are Online
  - Due to COVID-19, until further notice (hybrid Spring 2022)

- In person class sites: Belfair, Bremerton, Poulsbo, Shelton, & Goodwill
Covid-19 Vaccine Verification

• As a reminder, all students taking on-campus classes and/or participating in on-campus activities, events, and operations Winter Term 2022 are required to provide proof of vaccination status or have an approved exemption on file.
  ✓ The deadline to provide proof of vaccination status is **Dec. 31.**
  ✓ The deadline to submit exemption request forms is **Dec. 24.**

• Students who are only taking online courses and do not need to come to campus are not required to verify their vaccination status or request an exemption.

• For more information, including instructions for uploading forms, visit the [Vaccination Verification webpage](#).
What Classes are Offered?

- Civics*
- Bridge to College Success*
- Grammar*
- Conversation* (advanced)
- Pronunciation* (2 levels)
- Reading and Writing (6 levels)
- Speaking and Listening (6 levels)

*Grammar, Pronunciation, Conversation, Bridge to College Success and Civics classes are not offered every quarter.
How Long Does it Take to Finish?

- Most students stay in a class for at least two (2) quarters
  - 10 week sessions, except for summer quarter at 8 weeks
- You pass your Speaking/Listening and Reading/Writing classes separately
- Passing to the next level is based on your attendance, participation, homework, and final exam score.
Technology Resources

• Technology Accounts (see handout)
  ➢ ctcLink Activation: Student Self-Service Portal to Your College Resources
  ➢ Student Email: Official communication tool for Olympic College
  ➢ Canvas: Learning Management System used by Faculty to Support Teaching

• Loaner Laptop & Mobile Hotspot — Free!
  (*Note: Depending on availability)
Attendance

• Your attendance is important to your improvement and success.

• Please contact your teacher directly or call the main office before the start of the class if you cannot attend.

• If you miss more than three (3) classes in a row and have not contacted your teacher or the office, you may be dropped from the class.

• If you are going to be moving or leaving the class before the last day, you MUST tell your teacher at least two (2) weeks before you leave.
Log into canvas using your student email address: firstnamelastname@student.olympic.edu
Password: what you created when setting up the account.

Click on courses to view your course, you will see the syllabi, contact information for your instructor and the modules containing coursework.
ctcLink – Student Self-Service Portal

Manage Classes: Click here for your class schedule

Financial Account: Click here to see any charges

View your class schedule

Pay for class tuition if you don’t have a waiver
Learning Support Resources

See a list of online/virtual assistance office hours at:
https://www.olympic.edu/services/virtual-assistance-during-covid-19

• **Access Services**: 360-475-7540; accessservices@olympic.edu

• **Computer Lab**: 360-475-7600; helpdesk@olympic.edu;
  https://www.olympic.edu/services/computer-labs/open-lab-hours  (*NOTE: You must make a reservation before coming to campus)

• **Library**: 360-475-7250; librarians@olympic.edu

• **Tutoring**: 360-475-7765; nhays@olympic.edu
  ➢ eTutoring Website: www.etutoringonline.org

• **Writing Center**: 360-475-7250; nhays@olympic.edu
College Resources

See a list of online/virtual assistance office hours at: https://www.olympic.edu/services/virtual-assistance-during-covid-19

Possible Funding Resources

• Workforce Development Funds (ABAWD, BFET, Worker Retraining, WorkFirst etc.)

➢ Workforce Development Funds or https://olympic.instructure.com/courses/2004540/pages/workforce-development-funds
College Resources (continued)

See a list of online/virtual assistance office hours at: https://www.olympic.edu/services/virtual-assistance-during-covid-19

- **Campus Security**: 360-475-7800; securityofficers@olympic.edu
  - Parking permit, student identification card, escort on campus, vehicle unlock & jump start, lost and found, security concerns

- **Career Center**: 360-475-7480; careercenter@olympic.edu
  - Employment resources, resume and interview assistance, internships

- **Cashier’s Office**: 360-475-7181; webpayment@olympic.edu; cashieroffice@olympic.edu

- **Child Care**: 360-475-7190;

- **Counseling Services**: 360-475-7230; counselingfaculty@olympic.edu
  - Personal and career counseling, academic advising
See a list of online/virtual assistance office hours at: https://www.olympic.edu/services/virtual-assistance-during-covid-19

- **Distance Learning**: 360-475-7770; sos@olympic.edu

- **Fitness Center @ OCB**: 360-475-7227

- **Information Technology**: 360-475-7600

  - **Loaner Laptop** (Make request with office staff or faculty)

  - **Mobile Hotspot** (Student must request at this web link after notification of your class registration)
    https://olympic0.sharepoint.com/sites/OCEExternal/IT/support/SitePages/OC-IT-EQUIPMENT-CHECK-OUT-PROGRAM.aspx?CT=1598309856355&OR=OWA-NT&CID=d5f3df52-15bf-e50f-ae63-615e9d4f8b0c
See a list of online/virtual assistance office hours at: https://www.olympic.edu/services/virtual-assistance-during-covid-19

- **Military & Veterans Programs:** 360-473-2821; mvp@olympic.edu
- **Multicultural Services:** 360-475-7441; multicultural@olympic.edu
  - Cultural, educational, social, and recreational activities
- **Sheryl McKinley Food Bank:** foodbank@olympic.edu
- **Students in Need Group (SING):** 360-574-6817; SING@olympic.edu
  - Information, resources, or referrals (e.g. food, housing, emergencies)
- **Testing Center:** 360-475-7238; testingcenter@olympic.edu
Questions?
Next Step: Registration

• You will register for classes after completing the Orientation

• Picture Identification (ID) is required for registration

• Cost: $25 per quarter; waiver available if you qualify

• Payments through Cashier’s Office
  ➢ 360-475-7181
  ➢ webpayment@olympic.edu;
  ➢ cashieroffice@olympic.edu
HEERF Grant

• The Higher Education Emergency Relief Fund is a federal grant that provides grants to students whose education is impacted by the COVID-19 pandemic outbreak.

• Eligibility Criteria
  – You must be enrolled in at least three credits at Olympic College for Winter Term. **Application opens December 15.**
  – You must submit the HEERF Request form.

[https://www.olympic.edu/paying-college/financial-aid/higher-education-emergency-relief-fund](https://www.olympic.edu/paying-college/financial-aid/higher-education-emergency-relief-fund)
You’re Ready for Class!

• Learn to Navigate CANVAS, Zoom etc. – attend a Technology Refresher session

• Check out the OC college resources

• Be prepared for class:
  ➢ You DO NOT need to purchase any books.
  ➢ Paper/notebook, pen or pencil, binder to organize your class materials and handouts
  ➢ Access to a computer, Internet/WiFi
  ➢ Attendance and regular communication with faculty.
And Remember… To Have Fun!