

Course Modifications for Non-Native English Speakers

STUDENT REQUEST FORM



Dear Elizabethtown College Student,

We understand that being a non-native English speaker can present unique challenges in your academic pursuits. To ensure that you have the best possible learning experience, the College offers Language Modification services to courses that may include extended time to submit tests and assignments, access to supplementary materials such as translation services, or other modifications that can help you succeed in your courses.

Please complete the following form to request language modifications for your course(s) of need. Approval for language modifications will only be granted *per course and semester* and will not be granted for an entire course load for a semester or the academic year. The student is expected to apply for Language Modification for Courses services for each semester and each course. Students seeking language modifications would be encouraged to request a tutor for the course in which modifications are being provided.

Your information will be kept confidential and used solely to provide the appropriate support. Non-identifiable information may be used for reporting purposes on the progress and usefulness of this program.

PERSONAL INFORMATION:

Full Name: _____ Student ID: _____

Email: _____ Phone Number: _____

Education Year: _____ Program of Study/Major: _____

Primary Language Spoken at Home: _____

Additional Languages (list all): _____

Highest level of formal English Language study within the U.S.: _____

Have you received English as a Second Language (ESL/ELL) services previously? _____

If so, please list the duration of your ESL/ELL involvement and education level you received these services (eg: 1 year; 9th grade): _____

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etown.edu/offices/international-students

CENTER FOR MULTICULTURAL AFFAIRS

International Student Services

Email: oiss@etown.edu

Phone: 717-361-1594

COURSE INFORMATION:

Requested Course(s) Name: _____

Class Day & Time (Example: BIO112, M,W,F, 8-9:20 a.m.): _____

Name of Faculty/Professor: _____

What is your language challenge in this course? _____

What is the academic challenge in this course? _____

As a non-native English speaker, explain how your language comprehension affects you on the following:

- IN THE CLASSROOM
(listening, note-taking, writing, communication, responses, understanding lectures, etc.)

- ON EVALUATIONS
(paper exams, exams on Canvas, multiple choice, essay/short answer, research papers, oral reports, presentations, etc.)

- OUT-OF-CLASS ASSIGNMENTS
(reading, writing, etc.)

REQUESTED LANGUAGE MODIFICATION FOR COURSES:

Please check the modifications you are requesting:

- Extended time on tests and other timed assignments.
- Reasonable extra time to submit written or reading assignments. (time management resources)
- Use of Grammarly or some other form of language and grammar check for written assignments.
- Access to approved supplementary materials to provide context (e.g., lecture notes, slides).
- Permission to use translation tools, dictionaries, or translated vocabulary word bank during exams.
- Access to additional language support resources (e.g., language workshops, tutoring)
- An alternate room to complete a test (with a proctor, if necessary) and the ability to ask language and context comprehension questions.
- Recordings of class, close captioning on presentations, or transcripts of lectures.
- Other (please specify): _____

Reason for Request: Please provide a brief explanation of why you are requesting these modifications. Include any specific challenges you face in your academic work due to language proficiency.

ASSESSMENT BEFORE COURSE MODIFICATION	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
I feel confident I will do well in this course	<input type="checkbox"/>				
I can understand the texts and course materials	<input type="checkbox"/>				
I am able to comprehend the context of the subject and questions on exams/tests	<input type="checkbox"/>				
I can keep up with lectures during class	<input type="checkbox"/>				
I feel comfortable communicating my needs to my professor	<input type="checkbox"/>				
I am confident in participating in class discussions, group activities, and presentations	<input type="checkbox"/>				
My writing skills are at a sufficient level for college academics	<input type="checkbox"/>				
I feel more comfortable utilizing the campus resources	<input type="checkbox"/>				

DECLARATION:

I, the undersigned, certify that the information provided above is accurate and complete to the best of my knowledge. I understand that any false information may result in a delay or denial of my request for language modifications.

SIGNATURE: _____ **DATE:** _____

Elizabethtown College is committed to ensuring that all students have an equal opportunity to succeed in their academic pursuits. Thank you for taking the time to complete this form.

Submit this form to Maria Petty, International Student Programs Advisor at oiss@etown.edu or return the completed form to office BSC 248. After submitting this form, please schedule a meeting with Maria Petty by using this booking link.