



**DEFENSE LANGUAGE INSTITUTE ENGLISH LANGUAGE CENTER**  
JOINT BASE SAN ANTONIO LACKLAND, TX 78236-5259

September 30, 2015  
DLIELC 1025.7  
IRF

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

DLIELC INSTRUCTION 1025.7

SUBJECT: Planning and Programming Security Cooperation  
English Language Training

- References:
- (a) DLIELC Instruction 1025.7, subject as above, September 30, 2013 (hereby canceled)
  - (b) AFI 16-105, Joint Security Cooperation Education and Training (JSCET) Regulation, 3 January 2011
  - (c) DoD 5105.38-M, Security Assistance Management Manual (SAMM), Letter of Authorization, 9 August 2012
  - (d) DLIELC Instruction 1025.15, English Comprehension Level (ECL) Test Guidelines, 24 March 2015
  - (e) DLIELC Instruction 1025.9, Oral Proficiency Interview (OPI) Program Guidelines 31 March 2014

1. PURPOSE

This instruction establishes policies and procedures for the planning and programming of Security Cooperation English language training for international military students (IMS) at the Defense Language Institute English Language Center (DLIELC), 637th TRG, JBSA Lackland, Texas. It implements ref (b), the authority document for the Defense English Language Program (DELP).

## 2. APPLICABILITY

The provisions of this instruction apply to the 637<sup>th</sup> International Support Squadron (637 ISS), International Resident Flight (IRF), 337<sup>th</sup> Training Support Squadron (332 TRS) and all DoD component agencies and/or their designated representatives in the planning, programming and administration of the Security Cooperation English Language Program.

## 3. POLICY

3.1. IMSSs are selected for training at DLIELC under the Security Cooperation Training Program as directed by ref (c), Chapter 10 and this instruction.

3.2. DLIELC will conduct all English language training (ELT) required by IMSSs for entry into technical, professional and military training in the Continental United States (CONUS) under the provisions of International Military Education and Training (IMET), Counterterrorism Fellowship Program (CTFP), Foreign Military Financing (FMF) and other State Department or DoD grant military programs. Countries that purchase ELT from DoD through Foreign Military Sales (FMS) must use DLIELC. FMS cases may have contracted ELT with agreement between the Secretary of the Air Force International Affairs (SAF/IA), AF/A1DG and its command authorities, with final approval from Defense Security Cooperation Agency (DSCA). In this case, ELT will be conducted with DLIELC oversight and using DLIELC materials.

3.3. Procedures for the appointment of Test Control Officers (TCOs), administration of the DLIELC English Comprehension Level (ECL) test, procurement of testing materials and disposition of testing materials used in the selection and programming of IMSSs for ELT at DLIELC are defined in ref (d).

## 4. RESPONSIBILITIES

4.1. Military Department (MILDEP) program managers are responsible for:

4.1.1. Submitting training requirements to DLIELC for scheduling purposes by means of the projection reports that are to be made available on the Security Assistance Network Website (SAN Web).

4.1.2. Ensuring training requirement listings include the country code, service sponsor, project (IMET or FMS), worksheet control number (WCN), Military Articles and Services

List Item Identification Number (MASL IIN), course title and number, training duration, required ECL, required OPI (if applicable), scheduled report, start and end dates at DLIELC, officer (O) or enlisted (E) status, and complete follow-on training (FOT) data.

4.1.3. Submitting requests for changes, additions, deletions, or rescheduling actions as soon as possible. Assessment charges for late notification or student "no-shows" as defined in ref (b) will apply.

4.2. Security Cooperation Organizations (SCOs) and CONUS user agencies will ensure all students meet the necessary English language prerequisites for CONUS training courses, as follows:

4.2.1. Minimum ECL entry requirement for ELT at DLIELC for IMET or FMS students from non-exempt countries is 55 or as defined in refs (b) and (c). SCOs will submit requests for exceptions to this requirement through the appropriate channels to DSCA for consideration on a case-by-case basis.

4.2.2. Students programmed for the American Language Course (ALC) General English Training (GET) (MASL IIN D177027) and Specialized English Training (SET) (MASL IIN D177009), or for SET only (MASL IIN D177008) at DLIELC must achieve the highest FOT-required ECL score and, if applicable, the highest FOT-required OPI ratings for the course before they are moved into SET. However, in specific cases, FOT can elect to waive the ECL and/or OPI requirement(s) for a student prior to entering SET. In such cases, MilDep must submit an AETC Form 6 waiver request to DLIELC for approval, with the understanding that the student will not receive a diploma if the request to waive entry requirements to SET is approved.

4.2.3. Students programmed for more than one course in the Advanced English Training (AET) must achieve the highest required ECL and OPI scores of all of their programmed courses before entry into the first course. For example, a student programmed for MASL IIN D177019 followed by MASL IIN D177031 must achieve the 85 ECL requirement of the second course before starting the first course that has an 80 ECL requirement. If the candidate fails to meet the highest ECL and OPI requirements in-country, additional ELT under either MASL IIN D177009 or MASL IIN D177027 must be programmed to precede the AET courses. Course descriptions, ECL and OPI requirements, and class start dates are provided in Enclosure (Encl E1).

4.2.4. Students programmed for the Oral Proficiency Skills for Aviation (OPSAV) Course, MASL IIN D177026, must meet the ECL requirement before entering the course and they must meet the OPI requirement before being moved into SET. However, in specific cases, FOT can elect to waive the ECL and/or OPI requirement(s) for a student prior to entering SET. In such cases, MilDep must submit an AETC Form 6 waiver request to DLIELC for approval, with the understanding that the student will not receive a diploma if the request to waive entry requirements to SET is approved. Aviation students programmed under MASL IIN D177008 or MASL IIN D177009 who meet the ECL but not the OPI requirement will be programmed for additional training under MASL IIN D177026.

See Encl E2 for information about the DLIELC e-Wheel programming guidance to determine recommended training time for CONUS ELT.

## 5. PROCEDURES

5.1. The ECL test will be administered in country to all CONUS student candidates who are not exempted from in-country testing by DSCA, and the resulting scores will be used to determine appropriate ELT durations (Encl E2). ECL score, test date and ECL test form number (e.g., 2016A) must be included in Block 10 on Invitational Travel Orders (ITO) IAW ref (c), Chapter 10. The Test of English as a Foreign Language (TOEFL) scores and dates for students programmed for MASL IIN D177022 should also be included.

5.2. All students arriving at DLIELC will be administered an entry ECL test to determine their current ECL. DLIELC will report ECL discrepancies of 11 or more points to the sponsoring service. The report of an ECL discrepancy will include a recommendation for reprogramming or other actions, if applicable.

5.3. Students will be entered into the appropriate level of the ALC as determined by the verified entry ECL score.

5.4. Students exempted from the in-country ECL who do not meet their ECL requirements for the courses listed in Encl. E1 during the first week of training will be re-tested in the second week and will be placed in GET if they fail to qualify.

5.5. An OPI may be administered in country via telephone or by a Mobile Training Team (MTT) after the ECL requirement has been met IAW ref (e) and IAW DSCA ECL/OPI Policy message. Students with an OPI requirement who do not have a current, valid

OPI or have not attained their required rating for FOT will be administered an entry OPI at DLIELC upon ECL qualification. Students who have previously attained the required OPI level via telephone or MTT in-country will normally be administered an entry OPI for statistical purposes only, as an OPI rating is valid for six months. The OPI rating and interview date must be included in Block 10 on the ITO.

5.6. Unaccompanied IMS will be scheduled to arrive at DLIELC no later than Tuesday preceding the scheduled Monday start date. IMS who miss the mandatory DLIELC in-processing briefings will begin their training one week late. IMS who do not present their DD Forms 2807-1 and 2808 will begin their training one week late; if these forms cannot be produced the IMS will be returned homeland.

5.7. Students arriving with family members should be scheduled to arrive at DLIELC a minimum of seven workdays before the scheduled report date to allow time for arrangement of off-base housing, transportation, etc. Students will not be authorized to take time off from the DLIELC mandatory in-processing briefings to attend to housing, transportation matters, or dependent schooling matters.

5.8. In a normal five-day work week, all entry students are required to report to the mandatory two-day, in-processing briefings at 0800 Thursday and 0730 Friday in order to be scheduled for class the following Monday. If Friday is a holiday, students must report to the single-day, compressed briefing at 0730 on Thursday. If Thursday is a holiday, students must report to the single-day, compressed briefing at 0730 on Wednesday.

5.9. In order for identification (ID) cards to be issued to family members to accompany or join the IMS at no expense to the US Government, the IMS' ITO must contain a statement authorizing family members, providing family members' names and birth dates, their relationship to the IMS, and visa numbers and type. All IMS should be briefed prior to departure from home country that any dependents arriving with or joining the IMS will not be issued an ID card if the ITO does not contain this statement. Consequently, they will not have access to the Base, Base Exchange, commissary, billeting, etc. ITOs, IAW ref (b), will be prepared and distribution made through the SAN Web at least two weeks before the IMS' scheduled arrival at the first training installation.

5.10. Arrival notification will be provided as directed in ref (b).

6. SUMMARY OF REVISIONS

This revision provides SAMM updates on DSCA policy guidelines for FMS. It establishes the dates for FY16/17 ELT courses, instruction updates, and changes to course descriptions in Encl. E1. It establishes programming guidelines for the use of the e-Wheel in Encl.E2. It clarifies highest ECL and OPI requirements for multiple Advanced English Training (AET) courses, including those for Instructor Development, and highest FOT ECL and OPI requirements for all other courses. It identifies arrival and in-process briefing deadlines.

7. EFFECTIVE DATE

This instruction is effective immediately.

JEFFERY D. STEFFEN, LTC, USA  
Deputy Commandant

Enclosures - 2

1. Programming Information for FY16/17 ELT Courses
2. Programming Guidance

E1. ENCLOSURE E1  
PROGRAMMING INFORMATION FOR FY16/17 ELT COURSES

**American Language Courses (ALC) offered in General English Training (GET) and Specialized English Training (SET)**

E1.1 ALC GET and SET MASL IIN D177009

**Course Length:** Minimum 10 weeks and may be scheduled to start any week of the year.

**Diploma Requirements:** Minimum of seven of the 10 weeks must be completed in SET, ECL and, if required, OPI qualified, and 70 Book Quiz average (see "DLIELC Graduation Requirements" Table)

**Entry Requirements:** 55 ECL minimum for entry into GET and highest required FOT ECL and, if applicable, OPI requirement(s) before entry into SET

**NOTES:** 1) If more than one FOT is scheduled, the student must meet the highest ECL required. This also applies in specific cases where the ECL and/or OPI requirement(s) have been waived by FOT.

2) If FOT decides in specific cases to waive their ECL and/or OPI requirement(s), MilDep must submit a separate waiver request (AETC Form 6) to DLIELC for approval to allow the student to enter SET, with the understanding that the student will **not** receive a diploma.

E1.2 ALC GET only MASL IIN D177027

**Course Length:** Variable in length and may be scheduled to start any week of the year.

**Diploma Requirements:** Minimum 10 weeks, ECL qualified and 70 Book Quiz average (see "DLIELC Graduation Requirements" Table)

**Entry Requirements:** 55 ECL

E1.3 ALC SET only MASL IIN D177008

**Course Length:** Nine weeks total and may be scheduled to start any week of the year.

**Diploma Requirements:** Minimum of *seven* of the *nine* weeks must be completed in SET, ECL and, if required, OPI qualified, and 70 Book Quiz average (see "DLIELC Graduation Requirements" Table)

**Entry Requirements:** Highest required FOT ECL; if applicable OPI requirement(s)

This course focuses on functional aspects of language, learning strategies, and terminology associated with technical training and professional military education skills.

**NOTE:** If FOT decides in specific cases to waive their ECL and/or OPI requirement(s), MilDep must submit a separate waiver request (AETC Form 6) to DLIELC for approval to allow the student to enter SET, with the understanding that the student will **not** receive a diploma.

E1.4 ALC for Aviation Leadership Program (ALP) Scholarship  
MASL IIN D177024

**Course Length:** Variable or nine weeks of AVIATION SET if IMS is both ECL and OPI qualified and may be scheduled to start any week of the year.

**Diploma Requirements:** Variable course length, ECL and OPI qualified, and 70 Book Quiz average (see "DLIELC Graduation Requirements" Table)

**Entry Requirements:** 55 ECL and/or highest required FOT ECL and OPI

**NOTES:** 1) This MASL is established for AF ALP Scholarship IMSS and is used for funding purposes only.

2) Training is basically the same as MASL IIN D177008 or D177009 or D177027.

3) IMSS who do not have their required ECL must attend GET.

4) IMSS who do not make their required OPI must attend the OPSAV course (MASL D177028). See below.

E1.5 Oral Proficiency Skills for Aviation (OPSAV) Course  
MASL IIN D177026 (MASL IIN D177028 for ALP Scholarship  
candidates)

**Course Length:** 25 weeks; this includes 16 weeks of OPSAV and nine weeks of AVIATION SET and may be scheduled to start any week of the year.

**Diploma Requirements:** Minimum of 10 weeks TOTAL and a minimum of 7 of the 10 weeks must be completed in SET, ECL and OPI qualified, and 70 Book Quiz average (see "DLIELC Graduation Requirements" Table)

**Entry Requirements:** Highest required FOT ECL

This course is designed to help students achieve the necessary oral proficiency level for success in both their SET and FOT. The course offers extensive practice in pronunciation, global speaking proficiency and listening comprehension within a variety of contexts and a wide range of formats in order to achieve a 2/2 OPI requirement.

**NOTES:** 1) If candidates ECL qualify in country, it is strongly recommended that they be administered a telephonic OPI in their homeland prior to scheduling them for this course. If they achieve the required OPI score for their FOT, they don't need to be programmed for the OPSAV course. They should ONLY be programmed for a maximum of ten weeks in MASL D177024.

2) This course is a MINIMUM of 10 weeks in length. However, it is variable because students can be moved out of OPSAV and into SET as soon as they achieve their required OPI ratings.

3) Students must meet the ECL requirement for FOT prior to entrance into the OPSAV course and they must meet the OPI requirement before they are moved into SET – even if in specific cases the ECL and/or OPI requirement(s) have been waived by FOT.

4) If FOT waives one or both requirements, MilDep must submit a separate waiver request (AETC Form 6) to DLIELC for approval to allow the student to enter SET, with the understanding that the student will **not** receive a diploma.

## Courses for Advanced Language Development

### E1.6 Professional Military Education Preparation (PME Prep)

MASL IIN D177014

**Course Length:** Nine weeks

**Entry Requirement:** 80 ECL

PME Prep emphasizes the development of English language skills for International Military Students who will attend PME courses with their American counterparts. Students practice all four language skills (listening, speaking, reading and writing) and learn to deal linguistically with challenging military topics through formal and informal discussions, presentations and military-style briefings and completion of a research paper. Each student will assume the role of group discussion leader, learning how to plan, lead, monitor, and mediate wide-ranging discussions among classmates from different countries and cultures. Students will experience intensive group dynamics, enhancement of their English language skills and US military acculturation in preparation for PME follow-on training.

**Note:** Iterations of the PME Prep course can be added to the schedule on the condition that a minimum of six students can be programmed.

*This course requires a minimum enrollment of six students.*

#### PME Prep

FY16 Class Schedule	
Start Date	Grad Date
9 NOV 15	8 JAN 16
8 FEB 16	8 APR 16
14 MAR 16	13 MAY 16
28 MAR 16	27 MAY 16
11 APR 16	10 JUN 16
18 APR 16	17 JUN 16
2 MAY 16	1 JUL 16
16 MAY 16	15 JUL 16
23 MAY 16	22 JUL 16

FY17 Class Schedule	
Start Date	Grad Date
7 NOV 16	6 JAN 17
6 FEB 17	7 APR 17
13 MAR 17	12 MAY 17
27 MAR 17	26 MAY 17
10 APR 17	9 JUN 17
17 APR 17	16 JUN 17
1 MAY 17	30 JUN 17
15 MAY 17	14 JUL 17
22 MAY 17	21 JUL 17

## E1.7 Advanced Language Proficiency Skills (ALPS)

The following Advanced Language Proficiency Skills courses are intended for English language instructors, NATO candidates, translators, interpreters, candidates for professional military post-graduate studies, as well as other military members and civilian personnel. These courses are designed using an integrated curriculum to increase communicative competence in all four language skills (listening, speaking, reading and writing), as well as increase familiarity with US culture.

### E1.7.1 ALPS I - MASL IIN D177018

**Course Length:** 12 weeks

**Entry Requirements:** 1) 80 ECL  
2) OPI rating of 2/1+

ALPS I emphasizes development of English language skills through class interaction, with a focus on contemporary issues. Although this course is structurally similar to ALPS II, the material is geared toward those students who exhibit intermediate-level (not advanced-level) English language proficiency skills in reading, writing, speaking, and listening. Through theme-based readings, audio/video materials, classroom discussions and writing assignments, students have many opportunities to practice and improve all four language skills.

**Notes:** 1) Graduates of AELIC, MELT, or MDS should be scheduled for ALPS II, not ALPS I.

2) Students entering the course with a 2/1+ OPI will be administered a maximum of two OPIs while in residence in order to meet the diploma requirement rating of 2/2.

3) Schedule a telephonic OPI with DLIELC well in advance of the course dates. OPI scores are valid for six months.

4) Consider scheduling students for ALPS I followed by ALPS II or MELT. Check the course dates and bar graphs in this catalog for possible sequential progression.

*This course requires a minimum enrollment of six students.*

**ALPS I**

FY16 Class Schedule	
Start Date	Grad Date
5 OCT 15	25 DEC 15
21 DEC 15	11 MAR 16
28 MAR 16	17 JUN 16
20 JUN 16	9 SEP 16

FY17 Class Schedule	
Start Date	Grad Date
3 OCT 16	23 DEC 16
26 DEC 16	17 MAR 17
27 MAR 17	16 JUN 17
19 JUN 17	8 SEP 17

E1.7.2 ALPS II - MASL IIN D177031

**Course Length:** 12 weeks

**Entry Requirements:** 1) 85 ECL  
2) OPI rating of 2/2

ALPS II emphasizes development of English language skills through class interaction, with a focus on contemporary issues. Although this course is structurally similar to ALPS I, the material is geared toward those students who exhibit higher-level English language proficiency skills in reading, writing, speaking and listening. By participating in group discussions, giving oral presentations, reading and writing essays and viewing videos related to relevant topics, students can improve all four language skills and can learn to deal linguistically with challenging, unfamiliar topics. Each student will assume the role of discussion facilitator and learn how to plan, lead, monitor and mediate wide-ranging discussions among classmates from different countries and cultures.

**Notes:** 1) Graduates of AELIC, MELT, or MDS should be scheduled for ALPS II, not ALPS I.

2) Schedule a telephonic OPI with DLIELC well in advance of the course dates. OPI scores are valid for six months.

3) Consider scheduling students for ALPS II followed by AELIC, MELT, or MDS. Check the course dates and bar graphs in this catalog for possible sequential progression.

*This course requires a minimum enrollment of six students.*

**ALPS II**

FY16 Class Schedule		FY17 Class Schedule	
Start Date	Grad Date	Start Date	Grad Date
5 OCT 15	25 DEC 15	3 OCT 16	23 DEC 16
21 DEC 15	11 MAR 16	26 DEC 16	17 MAR 17
28 MAR 16	17 JUN 16	27 MAR 17	16 JUN 17
20 JUN 16	9 SEP 16	19 JUN 17	8 SEP 17

**E1.7.3 ALPS III TOEFL – MASL IIN D177022****Course Length:** 16 weeks**Entry Requirements:** 1) 85 ECL  
2) OPI rating of 2/2

ALPS III emphasizes development of critical thinking skills and techniques for improving linguistic competence. It is an ideal course for military and civilian professionals who will pursue post-graduate degrees at Department of Defense schools and colleges and for EFL instructors who will teach a Test of English as a Foreign Language (TOEFL) familiarization course in their countries. General test-taking strategies and those specifically needed for the TOEFL Internet-based Test (TOEFL iBT) are the focus of the first four weeks. During the subsequent twelve weeks, participants will hone their academic language skills by analyzing and critiquing materials from various sources and by completing several writing assignments leading up to the completion of a university-style research paper.

**Notes:** 1) Schedule a telephonic OPI with DLIELC well in advance of the course dates. OPI scores are valid for six months.

2) Only students scheduled for follow-on training (FOT) that requires a TOEFL score will take the TOEFL iBT.

3) For students with an FOT TOEFL requirement, an in-country TOEFL iBT score of 70 or higher is strongly recommended.

4) Consider scheduling students for the ALPS III TOEFL course followed by MELT. Check the course dates and bar graphs in this catalog for possible sequential progression.

5) Iterations of the ALPS III TOEFL course can be added to the schedule on the condition that a minimum of six students can be programmed.

*This course requires a minimum enrollment of six students.*

**ALPS III**

FY16 Class Schedule		FY17 Class Schedule	
Start Date	Grad Date	Start Date	Grad Date
23 NOV 15	11 MAR 16	28 NOV 16	17 MAR 17
29 FEB 16	17 JUN 16	27 FEB 17	16 JUN 17
23 MAY 16	9 SEP 16	22 MAY 17	8 SEP 17
5 SEP 16	23 DEC 16	4 SEP 17	22 DEC 17

**Courses for English Language Specialists**

DLIELC offers a variety of courses designed to enhance the skills of international English language specialists—personnel dedicated to English language teaching, program management, and course/test development. In addition to the courses described below, it is highly recommended that English language specialists continue to work on their English language proficiency by enrolling, every two or three years, in an ALPS course appropriate for their proficiency level. Language maintenance and enhancement are essential for all English language specialists and the programs they serve.

**E1.8 Basic American Language Instructor Course (BALIC)**MASL IIN D177007**Course Length:** 27 weeks**Entry Requirement:** 80 ECL

BALIC is designed to provide military and civilian personnel, who are non-native speakers of English, with a strong foundation in the field of English Language teaching so that they may teach English in their countries. The course is divided into three 9-week blocks consisting of two 3-hour units of instruction each day. Each block provides many opportunities for participants to improve their English proficiency in each of the four skills (listening, speaking, reading, and writing), as well as increase their knowledge of grammar, vocabulary, teaching fundamentals, linguistic functions, American culture, and the American Language Course (ALC) materials. In addition to observing ESL/EFL instructors teaching classes in General English, trainees are afforded numerous practice-teaching opportunities using the ALC materials.

*This course requires a minimum enrollment of six students.*

**BALIC**

FY16 Class Schedule	
Start Date	Grad Date
2 NOV 15	6 MAY 16
4 JAN 16	8 JUL 16
7 MAR 16	9 SEP 16
9 MAY 16	11 NOV 16
11 JUL 16	13 JAN 17
12 SEP 16	17 MAR 17

FY17 Class Schedule	
Start Date	Grad Date
31 OCT 16	5 MAY 17
2 JAN 17	7 JUL 17
6 MAR 17	8 SEP 17
8 MAY 17	10 NOV 17
10 JUL 17	12 JAN 18
11 SEP 17	16 MAR 18

E1.9 Advanced English Language Instructor Course (AELIC)  
MASL IIN D177006

**Course Length:** 16 weeks

**Entry Requirements:** 1) 85 ECL  
 2) OPI rating of 2/2

AELIC is designed for BALIC graduates or those with a teaching degree (or its equivalent) and at least two years' experience teaching English as a Second or Foreign Language in their countries. The purpose of the course is threefold: 1) to increase students' written English language proficiency, 2) to acquaint students with current language teaching theory and methodology for classroom applications and 3) to give students practice-teaching opportunities in order to experiment with and fine-tune language-teaching techniques. Objectives include learning to deliver student-centered and communicative lessons by observing ESL/EFL instructors teaching classes in General English, learning to utilize the American Language Course (ALC) Books 25 to 30, gaining knowledge about student evaluation and assessment (including an overview of the OPI) and learning to use CDs/DVDs and Computer Based Training (CBT) lessons in support of the ALC texts.

**Notes:** 1) Schedule a telephonic OPI with DLIELC well in advance of the course dates. OPI scores are valid for six months.

2) Students must have completed BALIC or have a teaching degree (or its equivalent).

3) Students must be ESL/EFL instructors with a minimum of two years' experience.

4) Consider scheduling students for AELIC followed by MACS or MELT. Check the course dates and bar graphs in this catalog for possible sequential progression.

*This course requires a minimum enrollment of six students.*

#### AELIC

FY16 Class Schedule		FY17 Class Schedule	
Start Date	Grad Date	Start Date	Grad Date
4 JAN 16	22 APR 16	2 JAN 17	21 APR 17
9 MAY 16	26 AUG 16	8 MAY 17	25 AUG 17
12 SEP 16	30 DEC 16	11 SEP 17	29 DEC 17

#### E1.10 Methodology and Culture Seminar (MACS)

MASL IIN D177019

**Course Length:** 9 weeks

**Entry Requirements:** 1) 80 ECL  
2) OPI rating of 2/2

MACS is designed for experienced ESL/EFL instructors and focuses on expanding participants' knowledge of culture in general and US culture in particular so that when they return to their countries to teach English, they can do so with greater cultural awareness and confidence. Activities on a range of topics such as family life, education, government and the military present US customs and values within a framework that allows participants to compare and contrast US culture with their own. In addition, participants explore ways to handle the cultural aspects of language acquisition and better prepare their students for training opportunities in the US and/or interactions with American military and civilian personnel stationed abroad. Teaching strategies for incorporating aspects of US culture into the American Language Course lessons will be examined and practiced through peer-teaching opportunities. Regularly scheduled tours and classroom observations of ESL/EFL instructors in General English will supplement and further solidify information covered during the seminar.

**Notes:** 1) Schedule a telephonic OPI with DLIELC well in advance of the course dates. OPI scores are valid for six months.

2) Students must be ESL/EFL instructors with a minimum of two years' experience.

3) Consider scheduling students for MACS followed by ALPS I or ALPS II. Check the course dates and bar graphs in this catalog for possible sequential progression.

*This course requires a minimum enrollment of six students.*

### MACS

FY16 Class Schedule		FY17 Class Schedule	
Start Date	Grad Date	Start Date	Grad Date
25 JAN 16	25 MAR 16	23 JAN 17	24 MAR 17
25 APR 16	24 JUN 16	24 APR 17	23 JUN 17
29 AUG 16	28 OCT 16	28 AUG 17	27 OCT 17

### Professional Development Courses

#### E1.11.1 Managing English Language Training (MELT)

MASL IIN D177013

**Course Length:** 9 weeks

**Entry Requirement:** 80 ECL

MELT is designed for international personnel who are or will be in English Language Training Program (ELTP) managerial positions in their countries. Participants are provided with the practical knowledge needed for administering, managing and supervising an ELTP. Participants also become more familiar with concrete aspects of ELTP management as they focus on DLIELC's organizational planning, structure and goals, practical day-to-day operations and implementation of the American Language Course materials. Participants will encounter and explore real-world aspects of ELTP management and apply theories to understand the workings of educational environments. Group and individual projects allow participants to examine particular facets of management for their specific programs or areas of interest.

**Note:** Consider scheduling students for an ALPS course followed by MELT or for MELT followed by an ALPS course. Check the course dates and bar graphs in this catalog for possible sequential progression.

*This course requires a minimum enrollment of six students.*

### MELT

FY16 Class Schedule		FY17 Class Schedule	
Start Date	Grad Date	Start Date	Grad Date
19 OCT 15	18 DEC 15	24 OCT 16	23 DEC 16
14 MAR 16	13 MAY 16	20 MAR 17	19 MAY 17
29 AUG 16	28 OCT 16	28 AUG 17	27 OCT 17

E1.11.2 Materials Development Seminar (MDS) - MASL IIN D177030

**Course Length:** 8 weeks

**Entry Requirement:** 85 ECL

MDS is designed for international English language specialists who are or will be creating materials for English language training. Seminar participants become familiar with different phases of the curriculum development process used at DLIELC, with particular emphasis on course design, the writing of language objectives and the development of targeted activities for the language classroom. Each participant is expected to arrive with a specific curriculum project in mind that can be developed by the end of the course. Participants develop all materials electronically; therefore, word processing and basic computer skills are required.

**Notes:** 1) Students must have completed BALIC and/or AELIC or have a teaching degree (or its equivalent).

2) Students must be ESL/EFL instructors with a minimum of two years' experience.

3) Consider scheduling students for ALPS II followed by MDS. Check the course dates and bar graphs in this catalog for possible sequential progression.

*This course requires a minimum enrollment of six students.*

### MDS

FY16 Class Schedule		FY17 Class Schedule	
Start Date	Grad Date	Start Date	Grad Date
20 JUN 16	12 AUG 16	15 JUN 15	7 AUG 15

**E1.11.3 Observer Professional Training - Familiarization with DLIELC - MASL IIN D177002**

**Course Length:** 1 week

**Entry Requirement:** 80 ECL

This training is designed to provide orientation in the development, coordination, and management of English language training for international English Language Training Program (ELTP) managers, supervisors and key language training staff. The training is a combination of briefings, seminars and observations that address various aspects of management, administration and academics. The training is tailored to the needs of the participants by targeting specific areas of ELTP operations (i.e., testing, curriculum development, classroom instruction, computer-based instruction, ESL/EFL teaching techniques, overseas and country program management, and warehouse operations).

**Notes:** 1) The ECL entry requirement above is more of a strong recommendation than a strict requirement. However, due to the topics covered throughout the training, participants need to be able to communicate with a high degree of English language proficiency.

2) Students who have attended or will attend MELT (MASL IIN D177013) should not be programmed for this training because much of the material presented in MELT is also presented in the Observer Professional Training.

3) The length of this training is normally one week; however, it can be scheduled for two weeks to meet the needs of the participant(s).

**Observer Professional Training**

FY16 Class Schedule	
Start Date	Grad Date
As requested	

FY17 Class Schedule	
Start Date	Grad Date
As requested	

E1.11.4 Observer Professional Training - English Language Proficiency Testing - MASL IIN D177003

**Course Length:** 2 weeks

- Entry Requirements:** 1) 85 ECL  
 2) OPI rating of 2+/2+

This training is designed to familiarize participants with the underlying principles and the practical techniques involved in creating, administering and evaluating criterion-referenced English language proficiency tests based on the Interagency Language Roundtable (ILR) levels (closely correlated with North Atlantic Treaty Organization Standardization Agreement [STANAG 6001] Language Proficiency Levels). The testing of any or all language skills—listening, speaking, reading and writing—may be included in the objectives depending on the specific requirements of those attending. An exploration of one of DLIELC’s primary testing instruments—the Oral Proficiency Interview or the English Comprehension Level test—is available as an objective if requested before the participants arrive. This training will be conducted by experienced personnel assigned to the Testing Branch.

**Notes:** 1) Schedule a telephonic OPI with DLIELC well in advance of the training dates. OPI scores are valid for six months.

2) Consider scheduling students for this training in conjunction with one of DLIELC’s higher-level courses such as ALPS II or AELIC, if desired.

*This course requires a minimum enrollment of four students.*

**Observer Professional Training - ELPT**

FY16 Class Schedule	
Start Date	Grad Date
As requested	

FY17 Class Schedule	
Start Date	Grad Date
As requested	

E2. ENCLOSURE E2DLIELC PROGRAMMING GUIDANCEThe DLIELC e-Wheel

E2.1. The DLIELC e-Wheel is an internet-based electronic programming guidance which provides users with the ability to determine estimated time in training for International Military Students (IMs) attending DLIELC.

E2.2. The e-Wheel combines historical data from 1997 to 2013 and linguistic distance between English and the student's native language to calculate estimated time in training at DLIELC. Although the amount of time it takes a student to learn English varies based on many factors, the e-Wheel allows users to estimate the number of weeks a student should need in English language training (ELT) to achieve the required English Comprehension Level (ECL) proficiency. In addition, the e-Wheel provides users with the ability to add on Specialized English Training (SET) and the Oral Proficiency Skills for Aviation (OPSAV) course as well as calculate when the student needs to begin DLIELC training in order to graduate and meet a programmed follow-on training (FOT) start date.

E2.3. The DLIELC e-Wheel is convenient and easy to use. To access the DLIELC e-Wheel, go to:

<http://www.dlielc.edu/olc/DLICourseEstimator>

The e-Wheel can also be accessed by mobile devices or through a quick link on the DLIELC website at [www.dlielc.edu](http://www.dlielc.edu).

E2.4. Once you access the DLIELC e-Wheel site, all you need to do is select the country of the student, the in-country ECL score range and the required ECL score from the dropdown menu. If the student needs to attend Specialized English Language training or OPSAV, you can select the **Yes** button. Then, click on **Calculate** and the e-Wheel will compute the estimated number of weeks in training for the student. Once the number of training weeks is calculated, the desired graduation date and calendar prompt will appear. Based on the start date of the student's FOT training, you can enter the desired DLIELC graduation date on the calendar prompt and the estimated DLIELC start date will appear.

E2.5. The ECL test is not designed to discriminate within a score range of 0 to 29. The ECL test is of no value in

tracking growth during this period.

E2.6. Progress in an in-country training program should be measured with the American Language Course Placement Test (ALCPT), not the ECL. Kept secure and properly administered, the ALCPT will provide results comparable to those of the ECL.