Domestic ELI Application Packet for Readmission

Dear ELI Alumnus,

Thank you for contacting the English Language Institute at Gallaudet University again. We provide a full-time, intensive instructional program in English as a Second Language, American Sign Language, and cultural studies for international and domestic deaf and hard of hearing adults. The ELI welcomes students who wish to increase their language skills in order to qualify for admission to university study or to enhance their professional development. Hearing adults who wish to pursue a deafness-related university major or profession are also welcome. To reapply for the English Language Institute, the enclosed application materials need to be completed and mailed to the ELI. Full payment must accompany the application. The ELI application and its supporting documents need to be mailed to the following address:

Gallaudet University
English Language Institute, HMB E253
800 Florida Avenue NE
Washington, DC 20002-3695 USA

If you have any questions about this program, please email Mr. Ali Sanjabi at ali.sanjabi@gallaudet.edu, call us at (202) 651-5721, or fax us at (202) 448-6954.

Regards,

[Signature]

Dr. Amanda S. Holzrichter, Chair
Department of World Languages and Cultures
1. ELI Readmission Application Form

Domestic Applicants: Please Type or Print Clearly

When would you like to reenter the ELI?  □ Fall  □ Spring  Year: 20__

Applicant’s Full Legal Name

<table>
<thead>
<tr>
<th></th>
<th>First Name:</th>
<th>Middle Name:</th>
<th>Last Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mrs.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Applicant’s Mailing Address

Mailing Address:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Email Address:

Phone:

Applicant’s Permanent Address (if different than mailing address)

Mailing Address:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Email Address:

Phone:
Hearing Status

You are: ☐ Deaf ☐ Hard of Hearing ☐ Hearing

Age of Onset: Cause of Deafness:

Type of Amplification used (if any):
☐ Hearing aid ☐ Cochlear Implant ☐ None

Citizenship & Documentation

Date of Birth: Month: Day: Year: Current Age:

Gender: ☐ Male ☐ Female ☐ Transgender ☐ Other

City and Country of Birth:

Are you a US citizen? ☐ Yes ☐ No

Country of Citizenship:

Do you have a US Social Security Number? ☐ Yes ☐ No If yes, write your SSN:

What is your goal after you finish the ELI? Check one box:
☐ Enter Gallaudet University and seek a college degree.
☐ Enter another university and seek a college degree.
☐ Other (explain):

Ethnicity

This question is optional. Are you ☐ American Indian/Alaska Native ☐ Black/African American ☐ Native Hawaiian/Other Pacific Islander

☐ Asian ☐ Hispanic/Latino ☐ White

Certification of Information

My signature below certifies that all information in this application is correct, complete, and honestly presented. I understand that falsifying or withholding information in completing the application may result in the cancellation of my ELI admission or registration.

Applicant’s Signature: Date:

Domestic Admission Deadlines: To enter the ELI in the Fall (August), domestic applicants must submit the ELI application documents by July 15. To enter the ELI in the Spring (January), the ELI application documents must be received by December 15.

Complete, sign, and mail this form to:

Gallaudet University
English Language Institute, HMB E253
800 Florida Avenue NE
Washington DC 20002-3695 USA
2. Application Fee

Print Applicant Name: ___________________________________________________________

Applications for readmission to the ELI require a US $50.00 application/admission fee when three or more years have passed since you left the ELI. The fee is used to cover the cost of processing your application and preparing your readmission. You may pay your fee via bank check or money order, or by credit card. The ELI application fee is non-refundable.

When would you like to enter the ELI? ☐ Fall ☐ Spring Year: 20___

Bank Check or Money Order. Checks/money orders must be in U.S. dollars.

(Add a check or money order here with a paper clip)

Please do not send cash

Amount: US $50.00

Payable to: Gallaudet University

Credit Card. If you wish to pay by credit card, complete all information below.

Credit Card Type: ☐ Master Card ☐ Discover ☐ American Express ☐ Visa

Amount: US $50.00

Card Number: ___________________________ Expiration Date: ___________________________

Card Owner Signature: ___________________________ Date: ___________________________

(Required)

CVV#: _______ (the last 3-4 digits on the back of the card)
3. Official Identification

Print Applicant Name: ____________________________________________________________

For US citizens: please make a clear copy of one of the following documents:

- Passport
- Driver's license
- State identification card
- Birth certificate
- School ID card
- Voter card
- Utility bill
- Property tax payment

For permanent residents: please make a copy of your permanent residency card (green card).

Add a copy of your official identification to this page with a paper clip.
4. Applicant Essay

Print Applicant Name: _______________________________________________________________

Previous Attendance at the English Language Institute

What year and semester did you first enter the ELI?
☐ Fall  ☐ Spring  ☐ Summer  Year:

What year and semester did you last attend the ELI?
☐ Fall  ☐ Spring  ☐ Summer  Year:

Please explain your reason(s) for applying for readmission to the English Language Institute. Explain here or add a letter. (500 words)
5. Transcript

Print Applicant Name: ____________________________________________________________

Your transcript should list the additional courses that you took since you left the ELI and the grades you received. Please submit an official copy of your transcript. If it is in another language other than English, you need to have it officially translated into English. Add both the official copy and the official English translation to this page. If you have new college or university transcripts, please add both the official copy and the official English translation to this page.

Add a transcript to this page with a paper clip.
6. Two Letters of Recommendation

You must obtain Letters of Recommendation from at least two professional adults who know you well.

Examples of professionals who can evaluate you are your instructors, academic counselor, school principal, and if you work, your supervisor.

The next two pages are forms that your recommenders can use to evaluate you.

Part A instructions for the ELI applicant:
1. Complete Part A of the Letter of Recommendation form
2. Give the forms to your recommenders
3. Ask them to follow the Part B instructions below for the professional adult.
4. Gather the sealed envelopes (do NOT open them, these envelopes must remain sealed)
5. Mail the sealed envelopes with your ELI application

Part B instructions for the professional adult:
1. Complete Part B of the Letter of Recommendation form
2. Put it into an envelope
3. Put a business card in the envelope
4. If the form and the business card are not written in English, obtain official English translations
5. Put the official translations into the envelope
6. Seal it
7. Sign a signature across the sealed part of the envelope
8. Give the envelope to the applicant
# Letter of Recommendation

Please Type or Print Clearly

## Directions for Part A: To be completed by the Applicant

1. Complete Part A of this Letter of Recommendation
2. Give the forms to your recommenders
3. Ask them to do the instructions below for Part B.
4. Gather the sealed envelopes (do NOT open them, these envelopes must remain sealed)
5. Mail the sealed envelopes with your ELI application

**Applicant’s Name:**

**Applicant’s Address:**

## Directions for Part B: To be completed by the Recommender

The applicant above is applying to the English Language Institute (ELI) at Gallaudet University in Washington, D.C. The ELI provides a full time, intensive program in English as a Second Language, American Sign Language and cultural studies for international deaf and hard of hearing adults. Thank you for helping us learn more about the applicant.

1. Complete Part B of this Letter of Recommendation
2. Put it into an envelope
3. Put a business card in the envelope
4. If the form and the business card are not written in English, obtain official English translations
5. Put the official translations into the envelope
6. Seal it
7. Sign a signature across the sealed part of the envelope
8. Give the envelope to the applicant

### Please evaluate the applicant using this scale:

<table>
<thead>
<tr>
<th>Ability to Learn:</th>
<th>Poor</th>
<th>Average</th>
<th>Good</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self-discipline:</td>
<td>Poor</td>
<td>Average</td>
<td>Good</td>
<td>Excellent</td>
</tr>
<tr>
<td>Motivation:</td>
<td>Poor</td>
<td>Average</td>
<td>Good</td>
<td>Excellent</td>
</tr>
<tr>
<td>Character:</td>
<td>Poor</td>
<td>Average</td>
<td>Good</td>
<td>Excellent</td>
</tr>
</tbody>
</table>

Please comment here on the applicant’s character and ability to learn, or add a letter:

**Your Address:**

**Your relationship to the Applicant:**

**Your Name (print):**

**Title/Position:**

**Signature:**

**Date:**
Letter of Recommendation

Directions for Part A: To be completed by the Applicant

6. Complete Part A of this Letter of Recommendation
7. Give the forms to your recommenders
8. Ask them to do the instructions below for Part B.

9. Gather the sealed envelopes (do NOT open them, these envelopes must remain sealed)
10. Mail the sealed envelopes with your ELI application

Applicant’s Name:

Applicant’s Address:

Directions for Part B: To be completed by the Recommender

The applicant above is applying to the English Language Institute (ELI) at Gallaudet University in Washington, D.C. The ELI provides a full time, intensive program in English as a Second Language, American Sign Language and cultural studies for international deaf and hard of hearing adults. Thank you for helping us learn more about the applicant.

9. Complete Part B of this Letter of Recommendation
10. Put it into an envelope
11. Put a business card in the envelope
12. If the form and the business card are not written in English, obtain official English translations
13. Put the official translations into the envelope
14. Seal it
15. Sign a signature across the sealed part of the envelope
16. Give the envelope to the applicant

Please evaluate the applicant using this scale:

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<td>Excellent</td>
</tr>
</tbody>
</table>

Please comment here on the applicant’s character and ability to learn, or add a letter:

Your Address:

Your relationship to the Applicant:

Your Name (print):  Title/Position:

Signature:  Date:
Guide to the Estimated Costs of Attending the ELI

Students cannot stay on campus for the Fall 2020 semester. There is a fifteen percent tuition discount for the Fall 2020 semester only because all the ELI classes will be conducted remotely via Zoom due to the coronavirus pandemic.

Below is a chart of estimated charges for the Fall 2020 semester for domestic students.

<table>
<thead>
<tr>
<th>Domestic</th>
<th>Incoming Fall 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition/Classes *****</td>
<td>3897</td>
</tr>
<tr>
<td>Student Activities Fee</td>
<td>138</td>
</tr>
<tr>
<td>Health Service Fee</td>
<td>0</td>
</tr>
<tr>
<td>ELI Student Orientation (ESO) *</td>
<td>490</td>
</tr>
<tr>
<td>Books and Supplies ***</td>
<td>250</td>
</tr>
<tr>
<td>Total</td>
<td>4775</td>
</tr>
</tbody>
</table>

*New students entering for the first time pay the ESO fee only once.

***The estimate for books and materials is an out-of-pocket expense.

***** The Fall 2020 semester has a 15% discount because classes will be online.

All costs are approximate and can change at any time without notice. This chart above is not a quote.

An advance payment must be submitted by the respective deadline, otherwise the student cannot register for any classes at Gallaudet University. The advance payment deadline for the Fall 2020 semester is August 18, 2020.

During the semester, the student may incur additional charges. When this happens, the balance due must be paid off by the final balance due deadlines listed on the undergraduate academic calendar on the Gallaudet University website.
7. Advance Payment for the Semester

Print Applicant Name: __________________________________________________________

All applications to the ELI require an advance payment for the semester. You may make your payment via bank check or money order, or by a bank transfer.

Option One: Submit a bank check or money order with the ELI application.

**Bank Check or Money Order.** Checks/money orders must be in **U.S. dollars**.

(Add a check or money order here with a paper clip)

Please do not send cash

Payable to: **Gallaudet University**

Option Two: You have an option to do a bank transfer/money wire. Funds can be deposited into your Gallaudet University account with a bank transfer. Your full name and Gallaudet University Identification Number (ID) must also be given to the bank in order for Gallaudet University to put the funds into your student account. You would only get your Gallaudet University ID after you submit your completed ELI application for us to review.

If you wish to do a bank transfer, please read these instructions below:

After you have submitted your ELI application, please send an email to Mr. Ali Sanjabi at ali.sanjabi@gallaudet.edu to obtain information on how to make an advance payment via a bank transfer. Please note that you are solely responsible for obtaining advance payment information. You will also be responsible for giving your Gallaudet ID number and advance payment information to your financial sponsor (if applicable).