

**SUMMER 2019
AMERICAN SIGN LANGUAGE (ASL) PROGRAM
ADULT COMMUNITY COURSE SCHEDULE**

NOTE: REGISTRATION DEADLINE: FORMS & PAYMENT DUE BY: JUNE 14, 2019
(note classes are filled first come first serve)

Location	Level	Day of Week	Time	Start Date	End Date
BARRIE	Beginner ASL 1	THURSDAYS	6:00 pm to 9:00 pm	June 20, 2019	August 29, 2019

BOTH PAYMENT AND REGISTRATION FORM MUST BE RECEIVED TO SECURE SPOT IN OUR COURSES (NO EXCEPTIONS)

NOTE: REGISTRATION FORM AVAILABLE AT END OF DOCUMENT

For more information contact:
705-728-3577 (Barrie office)
Email: aslprogram@deafaccess.ca

COURSE DETAILS

BEGINNER * INTERMEDIATE * ADVANCED * WORKSHOPS

ASL BEGINNER 1



This is an introductory course focusing on basic vocabulary and an introduction to various aspects of deafness. Students enrolled in the course will learn specifically about introducing yourself, exchanging of personal information, discussing living situations and gain knowledge of Deaf culture and community. Previous knowledge of ASL not required.

Cost: Course fee \$200.00 PLUS
Materials: \$125.00 Signing Naturally Units 1 to 6 Student DVD workbook

Available in the following areas:

BARRIE

Dates: Thursdays 6:00 pm to 9:00 pm
June 20 to August 29, 2019

Location: Board Room, Deaf Access Simcoe Muskoka, 11 Victoria Street, Unit 214, Barrie.

SPECIAL NOTE: NEXT FALL COURSE DETAILS TO BE POSTED ONLINE IN JUNE 2019



11 Victoria Street, Suite 214, Barrie, Ontario, L4N 6T3
 Voice: 705-728-3577 * TTY: 705-728-3599
 FAX: 705-728-7613 Email: aslprogram@deafaccess.ca
 Website: www.deafaccess.ca

**American Sign Language (ASL) Program
 Student Registration Form – PRINT AND FILL OUT**

CONTACT INFORMATION

Full Name:			
Address:			
City/Province:		Postal Code:	
Phone:		Cell:	
Email:		Fax:	

Do you have a disability that could hinder your learning?

If so, please explain with helpful tips for your instructor.

PAYMENT INFORMATION

Check One:	CASH <input type="checkbox"/> Money Order <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Paypal <input type="checkbox"/> Credit Card <input type="checkbox"/>		
Credit Card #		Expiry Date:	
Name (on card):			
Pay Pal Trans. ID (insert conf #):			

SUMMER 2019 ASL COMMUNITY COURSE SELECTION

Select Which Course You are Registering For:

BARRIE	ASL Beginner 1 (THURS)	<input type="checkbox"/>	

NOTE: *Schedule subject to change at discretion of Deaf Access*

FOR OFFICE USE

Course Fee Pd:	\$	Materials Fee Pd:	\$
Received Date:			
Receipt #:			

ASL Program Information

American Sign Language (ASL) is the native language used by the Deaf community in North America. It is a visual language comprising specific signs, handshapes and facial expressions following a unique grammar structure. These specialized courses are community based non-accredited interest classes for individuals 16 years or older. Courses are also offered for baby/toddler and children/youth separately.

Deaf Access uses the Signing Naturally series developed by Deaf native ASL users at Vista Community College in Berkeley, California over 30 years ago. Using a functional-notional approach, this curriculum is based on the language's unique communicative use and focuses on natural and interpersonal communication needs.

Our office currently offers courses throughout the year at the beginner level (Units 1-12) in Barrie. Courses in other areas of Simcoe County and Muskoka District offered upon interest only. Intermediate and Advanced levels are currently only offered in Barrie. Students with prior learning are required to show record of completed courses or take a language assessment (fee is \$30.00).

Please call us at 705-728-3577 or email aslprogram@deafaccess.ca for any questions or inquiries.

Course Registration Policy

General Registration

Registration is normally posted up to 2 months before classes start. Registration sign up accepted during the set times only. Classes are filled on a first come first serve basis. Both full payment and registration form is required to secure your spot in the course. Registration forms sent after closing date or if class is filled will not be accepted and payment will be returned. Forms are only accepted for students 16 years and older only. Please contact our office for classes for youth and children.

Cancellation/Withdrawal/Refund Policy

Deaf Access has the right to cancel any course due to any unforeseen reason including insufficient registration to run the course.

Requests for withdrawal from course must take place 5 business days before first class. Refunds after first class will not be provided. Refunds may be provided on a case to case basis in the event of a medical emergency (doctor's note required) at the discretion of the ASL Program Coordinator.

In the event of a course cancellation, a full refund will be provided. An administration fee of \$30.00 applies to all other refunds. Original receipt must be present to receive refund. All materials are non-refundable once received.

Weather Policy

If classes are cancelled due to weather conditions or building issues, students will be informed via email and social media only by 3:00 pm of the affected date. Please ensure that you add aslprogram@deafaccess.ca as a safe email address in your contacts to ensure you get the message. Students are also welcome to call the Barrie office to inquire at 705-728-3577.

Communication Policy

Refraining from using your voice maximizes your learning American Sign Language, a visual language with its own grammar. Speaking during class is unfair to fellow students who are also trying to learn ("see") a language with no spoken components. Hearing other voices (even whispering) can be very distracting. Speaking in the presence of a Deaf person (your instructor) is considered rude and insensitive. Speaking during quiz and test time is not tolerated.

Cell phones and electronic devices must be turned off during class. Texting or using cell phones during class time is not permitted.

Grading Policy

The passing grade for final written/receptive/expressive test is 60%. There is no opportunity for make-up testing for missed exams on set date. Make-up test may be offered only in the event of an emergency or as pre-determined by ASL program coordinator. It is up to the student to inform the office of the missed test. Date, location and instructor booking for make-up tests are arranged by ASL program coordinator only. Fee for make-up test is \$30.00 payable and must be paid in advance of scheduling.

In addition to applicable exams & quizzes, students are marked 10% on participation qualities. Up to 2 marks are awarded for the following: homework completion, following the no voice policy, attendance, peer support and in class participation.

Students who have missed 3 classes without notifying our office and/or ASL program coordinator will be marked as "withdrawn" from class.

Certificates are usually released within 2-4 weeks of final exam. Please contact ASL coordinator for letter of standing.

DVD/Videotaping Policy

The majority of our courses require you to be videotaped during quizzes or exams. These videos are kept for grading purposes only and released to the ASL program coordinator upon course completion. This common process for assessing ASL skills is similar to a spoken language teacher obtaining a writing sample from students. Videotaping also allows an instructor to review all of you signing skills and capabilities.

Privacy Policy

Deaf Access keeps all student information confidential as required under the lawful Privacy Act Personal Information Protection and Electronic Documents Act (PIPEDA). Your personal information will not be used for any purpose other than the consented registration process.

I have read and understand the terms and conditions of registration for American Sign Language (ASL) courses with Deaf Access.

Please check here if you wish to be included on the ASL Students Information email list to be informed about upcoming course information.

Signature:	<hr style="border: none; border-top: 1px solid black; width: 80%; margin: 0 auto;"/> <small>NOTE: In the event signature is missing or form filled out online, it is automatically presumed by registering that you have read and agree to the terms and conditions of ASL classes with Deaf Access.</small>
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Date:	
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Bring completed form and payment method by:

- Mail*/In person: Deaf Access Barrie office (Monday to Friday)
11 Victoria Street, Suite 214, Barrie, Ontario, L4N 6T3
- Fax: 705-728-7613
- Email: aslprogram@deafaccess.ca
- Credit card options: PayPal online at www.deafaccess.ca or
by phoning 705-728-3577

*Note: if you intend to mail your forms/payment, please inform our office to expect them with the understanding our office is unable to hold spots while awaiting delivery.