

Info Sheet: ELS Language Center students taking concurrent St. Thomas courses

Updated February 2, 2023

Contract language:

With the approval of ELS and the University, ELS students enrolled in ELS Level 110 English for Academic Purposes and above whose English proficiency exceeds expectations for the enrolled course may be permitted to audit or enroll in, as a Non-Degree Seeking Student, courses offered by the University while concurrently enrolled as an ELS student. Students shall not exceed eight credits per semester during this concurrent enrollment. The cost shall be one quarter the posted university per credit tuition to audit or one half the posted per credit tuition for credit bearing enrollment as a Non-Degree Seeking student. Students will be responsible for 100% of associated course, lab, book, and/or online material fees as assigned on a course-by-course basis.

ELS students seeking this concurrent enrollment option should notify the ELS Language Center Director and [complete this survey](#) to begin the process. After completing all enrollment forms (and providing transcripts/grade reports when necessary) the [Office of Student Data and Registrar](#) will provide the student access for registration.

Prior to registering for a St. Thomas Course, students should contact [St. Thomas Academic Counseling](#) for help selecting a course or courses. Students will be able to identify courses of interest by searching the [Classfinder](#) tool. Students must meet course prerequisites.

Note that Audit and Non-Degree Seeking students may not register until 5 days before the start of the term to allow priority to Degree-Seeking students.

Audits

- ELS students who are concurrently enrolled in a St. Thomas class in an Audit status, will be assessed 25% of the per credit course tuition
- Students taking an Audit course, but no credit bearing courses at St. Thomas, are not assessed student fees, however all course fees do apply
- Students will be responsible for the full cost of any books and/or online materials for the course
- Students must pay tuition and course fees through the St. Thomas online payment portal
- Students must sign the Payment Agreement Form

Credit bearing courses taken in Non-Degree Seeking status

- ELS students who are concurrently enrolled in a St. Thomas class in Non-Degree Seeking status will be charged 50% of the per credit course tuition
- ELS students concurrently enrolled in St. Thomas in Non-Degree Seeking status will have student fees, such as health, technology, activities, etc. waived as they are already paying those to ELS and ELS pays St. Thomas for student fees (referred to as facility fees within the contract).
- Students are responsible for the full cost of any course/lab fees, books, and online materials as they apply to the course.

- Students must pay tuition and course fees through the St. Thomas online payment portal
- Students must sign the Payment Agreement Form

When a student's enrollment at ELS ends, they will no longer qualify for this concurrent enrollment and will be required to notify the [Office of Student Data and Registrar](#) at St. Thomas. If the student desires to pursue continued enrollment at St. Thomas after ending enrollment at ELS, they will need to notify [International Admissions](#) and may be required to complete additional necessary enrollment requirements. The discounts listed above will be subject to change at the time of this status change.