Welcome to the School of Language Studies and Academics at College of the North Atlantic – Qatar (CNA-Q)

Every full-time student at CNA-Q will take at least one course at the School of Language Studies and Academics (LSA). LSA offers all the courses that students need to prepare for, and complete, their programs of study.

Subjects include:
- English as a Foreign Language (EFL)
- Biology
- Chemistry
- Communications
- Mathematics
- Physics

LSA also offers many corporate training courses tailored to industry needs.
Mission
The School of Language Studies and Academics is committed to the delivery of high quality, innovative, learner-centered English language teaching. This commitment is reflected through state-of-the-art facilities, technologically-enhanced learning environments, and proven teaching and learning approaches. The School of LSA enables learners to develop the necessary language competencies, study skills, and attitudes to succeed in their technical and academic pursuits.

Vision
The School of Language Studies and Academics will be recognized as a leader in English language training in the Gulf region. It will exceed international standards for excellence, while responding to the needs of individual learners. It will reflect program development and feature innovative teaching, learning, and assessment approaches while contributing to, and developing, best practices in the field of language learning. It will ensure that our learners are prepared to succeed in English language environments and to contribute to the growth of business and industry in the State of Qatar.
The CNA-Q story

College of the North Atlantic – Qatar is a partnership between the State of Qatar and College of the North Atlantic (CNA) in Canada. We officially opened in September 2002. CNA-Q fills the State’s need for graduates that have hands-on training in their field of study and are ready to start work right away. As the second largest post-secondary school in Qatar, CNA-Q now has over 2,400+ full-time students.

About CNA

College of the North Atlantic is the public college of the province of Newfoundland and Labrador in Canada. Since its beginning in 1963, CNA has grown to 17 campuses in Newfoundland and Labrador. About 20,000 students per year attend CNA, choosing from 100 full-time programs and 300 part-time courses.

3,000+ ALUMNI
from full-time programs

8,500+ GRADUATES
from part-time programs

CNA-Q Testing Centre

LSA operates the CNA-Q Testing Centre for the college. The Testing Centre conducts English and Math placement and exit testing for CNA-Q students. It also offers international exams such as IELTS for CNA-Q students and the community through its Testing Centre.

Academic Support Centres

As well, LSA operates support centres across campus to help students succeed in their studies. These include:

• Advanced Writing Centre
• Math Help Centre
• Science Help Centre
• Independent Learning Centre
How do CNA-Q instructors teach EFL?

Instructors are facilitators of language learning. They create a comfortable classroom environment so that students are able to use and practice the English language. Instructors are also learner centered and focused on student success.

How do CNA-Q students learn EFL?

Interesting topics
Students learn based on discipline-specific themes and topics that they will use throughout their program so that they are ready to enter the workforce.

Interaction
Students are engaged in meaningful communication with the instructor and each other.

Task-based learning
Students actively participate in exercises and activities that allow them to discover the rules of language and expand their vocabulary.

The important parts of learning a language:
• Listening
• Speaking
• Reading
• Writing

When I started in 2008, I couldn’t stand in front of people and talk. Then I started opening up to people, and now I’m a member of the Debate Club.”

Ahmed Hamdy
Information Systems – Software, Class of 2012
Language Studies is divided into two stages:

**Beginner/Elementary Level:** Common Language Platform

**Intermediate/High Intermediate Level:** English language for Academic Purposes

The English for Academic Purposes (EAP) program is designed to help students obtain the language level needed to succeed in their program.

- Business Studies
- Engineering Technology
- Health Sciences
- Information Technology

Students entering these programs take the Academic English Placement (AEP) test and are placed directly into their program or into Language Studies courses. Students presenting a valid IELTS Test Report Form received within two years with an IELTS Academic exam overall band 5.0 with no individual skill band below 4.5 are exempt from taking the AEP and may enter their program directly, subject to availability.

**What is EAP?**

**English for Academic Purposes (EAP)** provides students with a foundation for studying academic English. It is the same for all programs at the college. Students practice their listening, speaking, reading, vocabulary, writing, and grammar.
<table>
<thead>
<tr>
<th>COURSE</th>
<th>PREREQUISITE</th>
<th>DESCRIPTION</th>
<th>WEEKLY HOURS</th>
<th>COMPLETION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STAGE 1 – COMMON LANGUAGE PLATFORM (1030 – 1060)</strong></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>FL1030</td>
<td>None</td>
<td>A low-beginner course</td>
<td>25 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
<td></td>
</tr>
<tr>
<td>FL1040</td>
<td>The required score on the AEP or successful completion of FL1030</td>
<td>A beginner course</td>
<td>25 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
<td></td>
</tr>
<tr>
<td>FL1050</td>
<td>The required score on the AEP or successful completion of FL1040</td>
<td>An elementary course</td>
<td>25 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
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</tr>
<tr>
<td>FL1060</td>
<td>The required score on the AEP or successful completion of FL1050</td>
<td>A high-elementary course</td>
<td>25 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
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<tr>
<td><strong>STAGE 2 – ENGLISH FOR ACADEMIC PURPOSES (1070 – 1090)</strong></td>
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<tr>
<td>FL1070</td>
<td>The required score on the AEP or successful completion of FL1060</td>
<td>Designed to enhance the language skills of low intermediate-level students of English CLP and EAP</td>
<td>25 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
<td>Upon completion, students should have the skills necessary to proceed to language courses at the intermediate level.</td>
</tr>
<tr>
<td>FL1080</td>
<td>The required score on the AEP or successful completion of FL1070</td>
<td>Designed to enhance the language skills of intermediate-level students of English</td>
<td>17 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
<td>Upon completion, students should have the skills necessary to proceed to language courses at the high intermediate level.</td>
</tr>
<tr>
<td>FL1090</td>
<td>The required score on the AEP or successful completion of FL1080</td>
<td>Designed to enhance the language skills of high intermediate-level students of English</td>
<td>15 hours of integrated skills (listening, speaking, reading, vocabulary, writing, and grammar)</td>
<td>Upon completion of FL1090, students take the IELTS Academic exam to enter their programs. Students who obtain an IELTS Academic overall band 5.0 with no individual skill band below 4.5 proceed to their program.</td>
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</tbody>
</table>
LANGUAGE STUDIES
EXIT REQUIREMENTS

Here’s what you must achieve in order to complete Language Studies courses:

IELTS Testing in FL1090
1. Complete course requirements.
2. Obtain an IELTS Academic overall band 5.0 with no individual skill band below 4.5.

IELTS Graduation Requirements

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>REQUIREMENT</th>
<th>DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Diploma Programs</td>
<td>IELTS Academic overall band 5.0</td>
<td>Applies to all programs except those listed below</td>
</tr>
<tr>
<td>All Business</td>
<td>no individual skill band &lt; 4.5</td>
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<tr>
<td>All Information Technology</td>
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<tr>
<td>Engineering Mechanical and Chemical Programs</td>
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<tr>
<td>All Health Sciences Programs</td>
<td>IELTS Academic overall band 6.0</td>
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<tr>
<td>Select Engineering Technology Programs</td>
<td>IELTS Academic overall band 6.0</td>
<td>Process Automation Engineering Technology, Electrical Engineering Technology, Telecommunications Engineering Technology</td>
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</tbody>
</table>
**Course Progression and IELTS Requirements**

**FL1030**
Common Language Platform (CLP)
Semester-long courses
25 hours per week/course
Pass = 70%

**FL1040**

**FL1050**

**FL1060**

**FL1070**
Pass = 70%
English for Academic Purposes (EAP)
25 hours/week

**FL1080**
Pass = 70%
English for Academic Purposes (EAP)
17 hours/week

**FL1090**
Pass = 70%
English for Academic Purposes (EAP)
15 hours/week
IELTS Requirement =
Academic overall band 5.0
No individual skill band < 4.5
(to proceed to program)
Pass but don’t obtain IELTS band? Proceed to FL1095

**FL1095**
Complete Course Requirements
IELTS Prep Course
6 hours/week
IELTS Requirement =
Academic overall band 5.0
No individual skill band < 4.5
(to proceed to program)
Repeat FL1095 until IELTS score is obtained.

**LS1000**
Held in Intersession only 6 hours/week

For direct entry students who haven’t obtained IELTS Academic overall band 5.0 with no individual skill band < 4.5

**Program Entry Requirement**
IELTS Academic overall Band 5.0
No individual skill Band < 4.5

**Program Studies/Communication Courses**

Ford Motor Company Conservation and Environmental Grant for CNA-Q students to develop an environmental research robot to clean the beaches of Ras Laffan Industrial City, a nesting habitat for the endangered hawksbill turtle.

$5,000 US
Academic Preparatory Studies ensure that students are prepared in math, sciences, and communications in order to succeed in their areas of study. These programs also ensure that students are eligible for Canadian credentials when they finish their studies and that they meet international certification requirements. These courses provide extra support for students who do not meet entrance requirements and for English language training tailored to specific needs.

Areas include:

**Biology** includes classroom sessions and hands-on labs. Students learn about subjects like microbiology, ecology, anatomy and human systems. Biology is especially important for health-related programs.

**Chemistry** includes classroom sessions and hands-on labs. Students learn about subjects like the periodic table, acids and bases, and chemical bonding. It is especially important in the oil and gas industry and environmental and health sectors.

**Communications** in English is important for all students. They learn to write reports, do research, give presentations and more. Technical writing is also important to students learning to analyze data and interpret information in their field of study.

**Mathematics** courses provide the foundation for concepts that students must understand to complete their programs. Students learn skills such as problem solving, statistical analysis and logic.

**Physics** includes classroom sessions and hands-on labs. Students learn about subjects like heat, sound and light. These concepts are important for students working with x-rays, electricity, mechanics and more. Physics is especially important for students studying in engineering and health sciences fields.

"Before I had a lot of difficulties with math. The instructors here took it step by step, so my grades got better and I understand it more."

Nour Masri  
*Business Administration Marketing, Class of 2013*
The School of Language Studies and Academics offers help centres for various subjects to provide students with assistance outside the classroom. They are open to all students, who can book appointments or come by on a drop-in basis.

Help Centres are located in the Learning Commons in Building 3 (except the Science Help Centre, which is in 5.1.13). Centres are usually open between 8:00am to 4:00pm, Sunday to Thursday.

**Advanced Writing Centre**
The Advanced Writing Centre (AWC) helps students with their writing in a quiet and friendly learning environment. Instructors provide one-on-one tutoring and offer extensive learning resources. The AWC can assist with:

- Report writing
- Technical theses
- Grammar
- Citations
- Presentations
- Job applications
- Letter writing
- Memos
- Research
- University applications
- Essays

**Math Help Centre**
Instructors from the Math Department provide one-on-one assistance to students. Textbooks for all math courses are available for reference.
**Science Help Centre**
The Science Help Centre provides extra assistance in biology, chemistry and physics. It is located in a science lab (5.1.13) so that students can use equipment and access any resources needed.

**Independent Learning Centre**
The Independent Learning Centre (ILC) assists students with classroom English skills, projects, reports, presentations and more. The Conversation Corner is designed for students and instructors to chat in a comfortable setting. This provides students with a chance to practice their social English language skills. Remedial assistance is available for students to receive one-on-one support and feedback in a private setting.

**IELTS Help Centre**
The IELTS Help Centre provides one-on-one support for test preparation strategies and exam practice to assist students who are preparing for the IELTS examination.
Am I eligible?

You must have completed high school with a 60% average in the following:

1. **English Language**
   Grade 12 level (60% minimum)

2. **Academic Mathematics**
   Grade 12 level (60% minimum) OR Advanced Mathematics (50% minimum) Grade 12 level

3. **Additional courses**
   Two Grade 12 level Science courses selected from Biology, Chemistry, Geology or Physics (for Engineering Technology and Health Sciences) OR three additional courses at the Grade 12 level (for Business Studies and Information Technology)

*Note:* The Office Administration program, offered through the School of Business Studies, requires only high school graduation.

*Mature Student Clause:* Qatari Nationals 19 years or older who do not meet the entrance requirements for their program may be considered for admission on an individual basis.

I am eligible for my program... what happens next?

1. Write our entrance exam, which includes an English Placement test and a Math Placement test.
2. Your exam results will be received and processed.
3. The college will advise you if you have been accepted into your program.

My courses helped me to correct my spelling and grammar and to use the right verbs, adjectives and other words. This helps me to write technical reports for my program.”

Samah El Toum
*Electrical Engineering Technology, Class of 2012*
APPLICATION CHECKLIST

Here’s what you will need to apply:

- Completed application form
  Pick one up at the Registrar’s Office in Building 1 or download it from the college website at: www.cna-qatar.com/registrar/Documents/CNAQ_application_form.pdf

- Official copy of secondary school grades
  If you have not attended a State school, we will provide you with a letter to take to the Ministry of Education to validate your grades.

- Copy of passport (photo page)

- Copy of Qatar National Identification Card

- Letter of sponsorship from the sponsoring organization (if applicable)

- Processing fee of 100 QR

REGISTRATION

Just follow these four easy steps:

1. Submit your application (please refer to the Application Checklist to the left).

2. Take the Academic English Placement (AEP) and Academic Math Placement (AMP). Students presenting an IELTS Test Report Form no older than 2 years showing an Academic overall band 5.0 with no individual band below 4.5 are exempt from taking the AEP.

3. Wait to hear from the college if you have been accepted to your program.

Once accepted:

4. Register for your program during the scheduled registration time at the beginning of each semester.

   Students in their final year of high school will be accepted conditionally pending receipt of final exam results.

   Students must be legal residents of Qatar and possess a Residency Permit ID number in order to be eligible to apply to the college.
The CNA-Q Testing Centre conducts all academic, and general, Math and English placement and exit testing for the college.

The Centre is also an IELTS Test Centre conducting IELTS testing for CNA-Q students and the community.

As well, proctoring services are available for individuals studying at international and local educational institutions or those seeking workplace certifications.

Amenities include:

• Friendly and knowledgeable registration staff
• Male and female waiting rooms
• Classrooms and labs that meet international testing standards
• Private oral testing rooms
• Paper and computer-based tests
• Testing in classrooms, not large halls
• Trained invigilators and examiners
Academic English Placement
Students entering academic programs take the Academic English Placement (AEP). Applicants who meet the English language entrance requirements may be directly admitted to their program of choice, subject to availability. Those requiring English language training may be placed in Language Studies courses. Students who present a valid IELTS Academic Test Report Form received within two years with an overall band 5.0 with no individual skill band below 4.5 are exempt from taking the AEP. Students with valid scores on other internationally-recognized English tests, such as TOEFL, should contact the Registrar’s Office.

Did I meet the English language requirements on the AEP?
YES  You are eligible to enter an academic program.
NO  You may be placed in Language Studies courses upon admission.

Academic Math Placement
Students entering academic programs take the Academic Math Placement (AMP). Applicants who meet the math entrance requirements may be directly admitted to their program of choice, subject to availability. Those requiring math training may be placed in math foundation courses.

Did I meet the Math requirements on the AMP?
YES  You are eligible to enter an academic program.
NO  You will complete math foundation courses upon admission.

Anyone who keeps learning stays young. Thanks to CNA-Q, my friends and I were able to continue our education. I feel like I’m younger by 20 years.”
Mohan Kumar
Human Resources Certificate Graduate, 2010

Hours of Operation
Open year-round except:
January 1
National Sports Day (First Sunday in March)
Eid Al Fitr
Eid Al Adha
Qatar National Day, December 18
Annual holidays, December 25 – 26

Normal hours
Saturday – Thursday 7:30am – 3:00pm
Friday Closed

Summer hours (July 1 to August 31)
Sunday – Thursday 7:30am – 3:00pm
Friday/Saturday Closed
The International English Language Testing System (IELTS) is an internationally-recognized English language test used to measure a candidate’s level of English. IELTS awards an overall band score based on an average of listening, reading, writing and speaking bands. All students graduating from academic programs must obtain an IELTS Test Report Form with the required IELTS band in order to be granted the diploma or certificate. For equivalencies on other internationally-recognized English tests, such as TOEFL, contact the Registrar’s Office.

There are two modules of the IELTS test:

1. Academic
   For entrance into an English-medium higher education institute in English-speaking and non-English-speaking countries.

2. General Training
   For training programs, immigration, work experience and other non-academic purposes.

Academic and General Training candidates take the same listening and speaking tests, but different reading and writing tests.

Who?
Academic module: FL1090, FL1095, graduating students
Academic and General Training modules: registration is open to the community

When?
1 – 3 times per month except summer

Where?
CNA-Q Testing Centre
Building 3, Floor 2
Room 3.2.73

For more information on IELTS:
www.ielts.org
Students have access to over 100,000 library materials, including print and electronic resources.
The School of Language Studies and Academics works closely with business and industry in Qatar to develop and deliver courses that respond to the unique training needs of organizations in Qatar.

**Cambridge ESOL**
We offer customized English courses to our clients following the Cambridge ESOL curriculum of KET, BEC and PET. The courses are offered on a part-time basis to suit the clients’ scheduling demands and different employee skill levels. These courses often reflect vocabulary specific to the field of the client: medical, security, business, engineering, etc.

**IELTS Exam Preparation**
Corporations in Qatar often seek to advance their employees’ skills through international education opportunities. We offer IELTS exam preparation courses to these clients to help their employees learn and practice the format of the IELTS exam so they can get an IELTS score that best reflects their English skill level.

**Report Writing**
Writing reports is a skill that is needed in all organizations. Often, report structure varies by industry. We offer clients customized report writing courses to help build a standard within their organization.

**English for Everyday Use**
Start at the appropriate level to learn English skills for your personal and professional life.
CNA-Q is a 25 building campus that provides world-class facilities for training students to become successful professionals. The campus offers classrooms, workshops, labs, offices, cafeterias, sports facilities and two auditoriums.

**RECREATION**
Get your workout between classes at the gym, in the pool or on the field.

**CAFETERIAS**
Buy your lunch from the co-ed cafeteria in Building 13 or the male and female cafeterias in Building 3.

**LIBRARY**
Check out our selection of books and electronic resources. Book a study room for some quiet time.

**LEARNING COMMONS**
Get extra help in areas like writing, math, independent learning and career counselling. Check your college email account in our computer lab. Grab a table with your classmates for a relaxing place to study and do group projects. Staff are always available for support.

**COURTYARD**
Enjoy a break from studying.
FINDING YOUR WAY AROUND THE CAMPUS

01 Auditorium, Lecture Theatres and Exhibition Hall
02 VIP Entry
03 Administration, Finance, Marketing, Learning Commons, Registrar’s Office and ILTS Testing Centre
04 Art Room
05 Academics and EFL Classrooms
06 Bookstore and Student Affairs
07 Language Studies and Academics Faculty
08 Oil and Gas Training Centre
09 School of Engineering Technology
10 School of Information Technology
11 Business Studies Faculty
12 Centre for Banking and Financial Studies, Corporate Training and Continuing Education, and Security Academy
13 Cafeteria
14 Library
15 Central Plant
16 Facilities and Campus Services: Shipping and Receiving
17 Female Recreation Centre
18 Male Recreation Centre
19 School of Health Sciences
20 School of Health Sciences

E1 Courtyard
E5 Tennis Courts
E6 Soccer Pitch

QUESTIONS?
Visit www.cna-qatar.com or use the contact information below:

General Inquiries
Phone  +974 4495 2101
Fax  +974 4495 2925
Email  lsa@cna-qatar.edu.qa

CNA-Q Testing Centre
Phone  +974 4495 2741
Visit Building 3, Floor 2, Room 3.2.73
during hours of operation (refer to page 20 for hours)

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