











Student Success at






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A Special Message from The **Executive Director**

Welcome to Q International School! As the School Director of Q International School, I am pleased to introduce you to our institution. Our academic community is bold and adventurous, challenging students to the highest standards of academic achievement while providing a multitude of experiences for personal growth and enrichment. Your learning needs provide the reason for our existence — and we keep that concept at the center of our daily operations. You will find our faculty and administration are highly invested in your success. We change lives by aspiring to greatness! I invite you to prepare for your destiny at Q International School. Let us journey together into a challenging and exciting future. Q International School is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of the Title 5 of the California Code of Regulations.



Sincerely,

Kieu Vo


Q International School
☎ +1 (619) 450-2224 📠 +1 (619) 324-7771
📍 1770 Fourth Avenue, San Diego, CA 92101
✉ info@qschool.edu 🌐 <https://qschool.edu>







**Commitment to study
and grow.**




**Diverse cultures and
Academic backgrounds.**




Achieve your goal.




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International school

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[Q International school]

Q International School has every tool you need for success. It is up to you to bring the commitment to study and grow. Attending Q International School to learn English is a life-changing experience that will set you apart from your peers in today's global environment.

Highest Standards

Our accreditation is your assurance that Q International School adheres to high standards in providing your education. It indicates our programs are delivered by qualified faculty and are constantly updated to meet student needs. Our accreditation is certified by Accrediting Council for Continuing Education and Training (ACCET).

Q International School is a division of International Education Management (IEM), a for profit corporation, providing instruction in non-degree programs not developed to prepare students for a vocation, career, or occupation.

Q International School is approved to operate by the California Bureau for Private Postsecondary Education (BPPE) and authorized under federal law and the Student Exchange Visitor Program (SEVP) to enroll non-immigrant alien students.


motivation



(noun)



fuel for your dreams








7




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Small Classes

Receive personal attention from your teacher and gain plenty of opportunities to speak English in a small class size of 8-12 students.



Teachers

All Q International School instructors have earned, at a minimum, their bachelor degree plus either a TEFL or TESOL certificate. They must demonstrate the ability to plan and deliver high quality language lessons.



Homework

Extend your English immersion and personal growth through individual assignments. Not only will this help to improve your English skill, but it will enrich your study abroad life as well.

Activities

Expand your cultural knowledge and awareness in order to transition from life in your own country to the American way of life and education.



Technology


Take advantage of the technology Q International School has to offer while studying English. From computers to help you study outside of class to dedicated applications for your exams and assignments.



Downtown



Q International School is in downtown San Diego. The school address is 1770 Fourth Avenue, San Diego, CA 92101. We are within walking distance to many city attractions and public transportation routes.











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
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All programs include 16 hours of core classes. Electives and test preparation specified classes are to 24 hours programs. The schedules are shown below:

Vacation English (16hrs/week)

Levels: Beginner - Advanced

Students seeking a firm understanding of English basics will appreciate the lessons in this fast-paced course. An in-class experience designed for travellers at every English level. This course will improve your English while providing plenty of time for you to explore the city.

Mon-Thu

- 8:45-10:25 ● Listening & Speaking
- 10:25-10:35 ● ☕ Break
- 10:35-12:15 ● Reading & Writing
- *Enjoy San Diego!*






General English (18hrs/week)


Levels: Beginner - Advanced

General English program has dynamic and comprehensive courses designed for language learners to develop their English proficiency while providing a practical understanding of life in the United States.

Mon-Thu

- 8:45-10:25 ● Listening & Speaking
- 10:25-10:35 ● ☕ Break
- 10:35-12:15 ● Reading & Writing
- 12:15-12:45 ● 🍱 Lunch
- 12:45-1:35 ● Elective





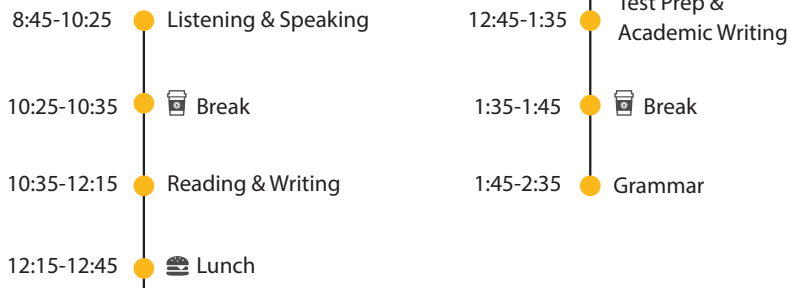
Academic English (24hrs/week)

Levels: Beginner - Advanced

Specifically developed to prepare students for higher education in the United States, this course provides English training for those who wish to advance their academic studies in an American college or university. Completion of the advanced level in Q International School's General English and Academic English programs fulfill the language entry requirements for our partner community colleges and universities.



Mon-Thu



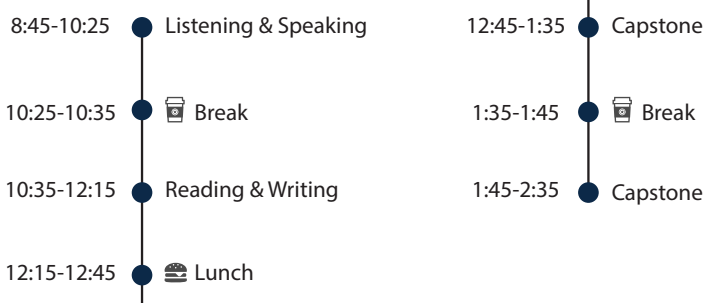
Business English (24hrs/week)

Levels: Intermediate and above

Professionals working in today's international business environment need to communicate confidently, accurately and effectively in English. This course is a comprehensive introduction to business vocabulary, case studies, productive communication, and overall concepts and practices in the English-speaking business environment.



Mon-Thu



Online English

*Pacific Time

Levels: Beginner to Advanced

Online Class

This program is designed for students who are looking for full-time English study without the pressure of needing a visa or moving to another country. Students will join a group class based on their region to practice speaking and listening with a native English teacher.

Blended Part-Time course

One-on-One

Students will request a time slot during the teacher's office hours for a 20-minute one-on-one lesson.

Asynchronous

Students will work on assignments through the workbook and online platform on their own time.

Full-Time course

Students will participate in 4 hours of class every day, Monday-Thursday. Each class will include discussions and group work with students from all over the world.

- Listening & Speaking
- ☕ Break
- Reading & Writing



Test Preparation (24hrs/week)

Levels: Intermediate and above

TOEFL Test Preparation (24h/week) (1 level)

The TOEFL program will give students the skills and confidence to earn high scores and prepare for university life.

IELTS Test Preparation (24h/week) (1 level)

The IELTS program will give students the skills and confidence to earn high scores and prepare for university life.

GRE Test Preparation (24h/week) (1 level)

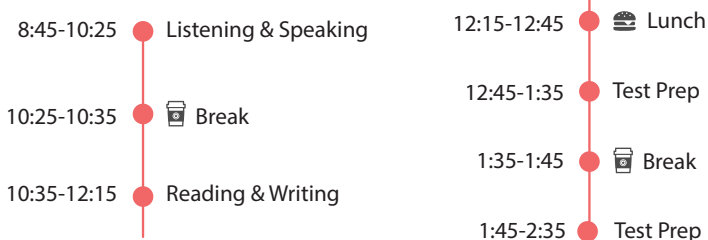
The GRE programs cover all components for GRE and GMAT preparation, including test-taking skills, analytical writing, mathematics and more.

GMAT Test Preparation (24h/week) (1 level)

The GMAT programs cover all components for GRE and GMAT preparation, including test-taking skills, analytical writing, mathematics and more.



Mon-Thu






San Diego



/ˌsæn diˈeɪɡəʊ/ [San Diego]




San Diego is the second largest city in the state of California. It is on San Diego Bay on the Pacific Coast near the Mexican border, and has a large US Navy base. Tourists are attracted to its beaches and historical buildings. The city is known for its electronics and aerospace industries, and is often called "America's Finest City."




San Diego is the "Finest" city.




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Diversity

San Diego ranks near the top in economic class diversity with minority communities that make up a total of 55 percent of the population. You can develop a strong understanding of various cultures while experiencing American life here in San Diego.



Mexican Culture

Since San Diego is close to Mexico, you can experience Mexican culture wherever you go and can even learn a little bit of Spanish while you are here. This friendly and safe city also has a variety of mouth-watering Mexican cuisine available roughly 24 hours a day.

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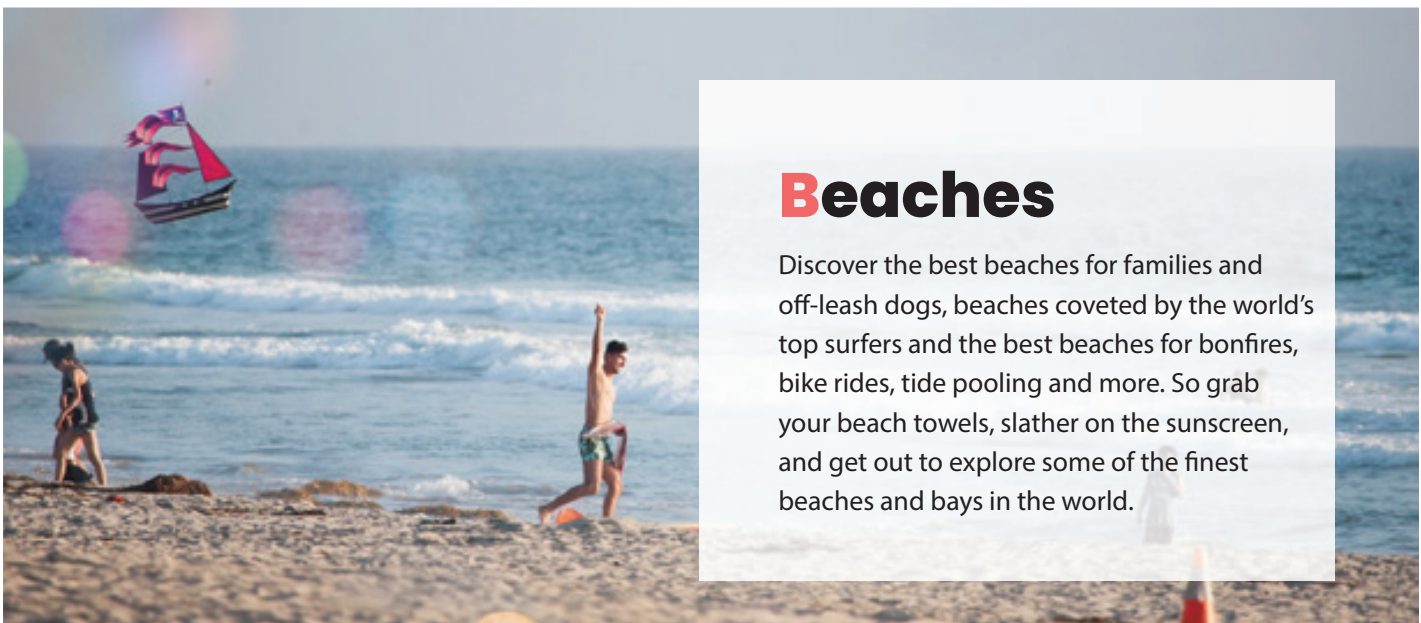
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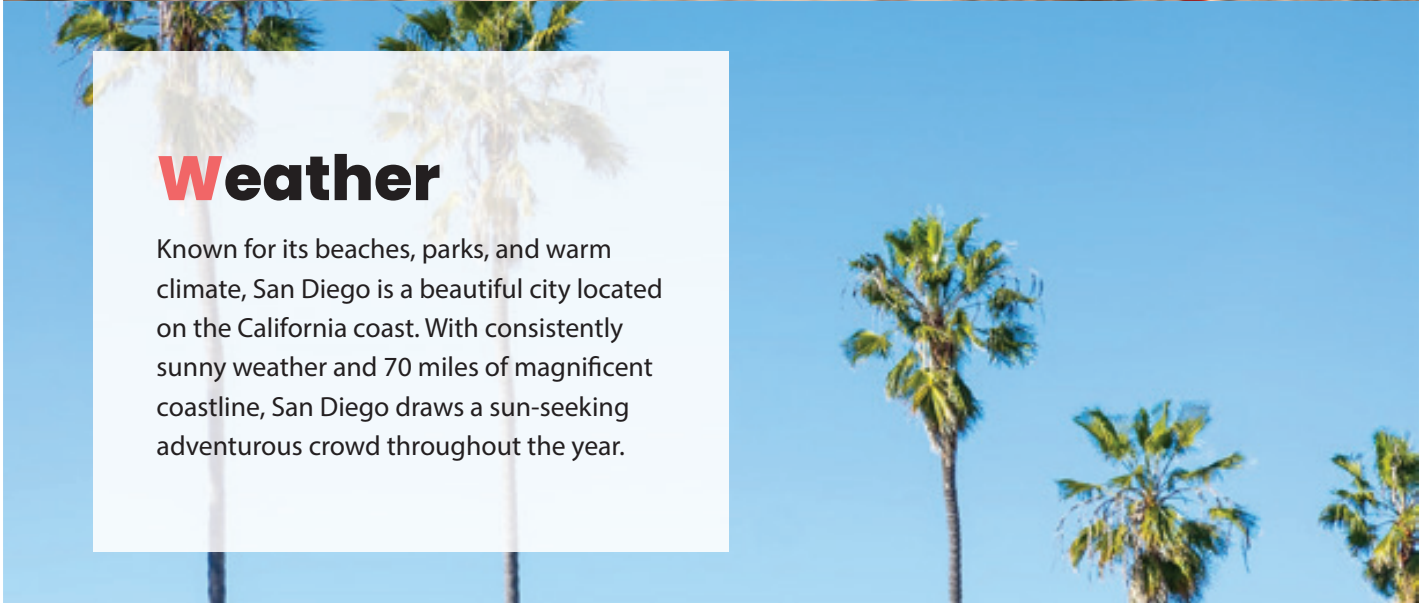
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Beaches

Discover the best beaches for families and off-leash dogs, beaches coveted by the world's top surfers and the best beaches for bonfires, bike rides, tide pooling and more. So grab your beach towels, slather on the sunscreen, and get out to explore some of the finest beaches and bays in the world.




Weather



Known for its beaches, parks, and warm climate, San Diego is a beautiful city located on the California coast. With consistently sunny weather and 70 miles of magnificent coastline, San Diego draws a sun-seeking adventurous crowd throughout the year.







Public Transportation




MTS Trolleys and buses will carry you throughout San Diego. There is so much to see and do in San Diego's Little Italy, Gaslamp District, Pacific Beach, Mission Beach, La Jolla, North Park, Hillcrest, East Village, Coronado, among other places.




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Student-Centered

/stoo-dnt//sen-terd/ [student-centered]

A unique, holistic approach to education takes into account students' mental and social well-being. Our teachers and staff will treat you like family. We are here to help you in whatever way we can. You will never have anything to worry about.



Check Before Your Trip

- Sign and return the Code of Conduct
- Sign and return the Terms and Conditions
- Sign and return your complete medical form
- Take the Placement Test
- Ensure you have a valid passport
- Apply for the required visas
- Long-term study abroad insurance
- Book flight
- Send your flight details to Admissions and Student Services
- Pack medicine and other necessities
- Send phone numbers and address of your loved ones and emergency contacts to your destination


Accommodations



Homestay



Staying with an English-speaking family is a great way to practice your English naturally and learn about the local culture. As a member of their household, you live as the family lives and eat what they eat. Q International School host families are genuinely interested in receiving students and helping them to develop fluency in English. Many students love being part of the family and enjoy the extra feeling of security. Families range from traditional families with children to single or retired people. All of our host families are thoroughly checked for their suitability as hosts.









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Support Your Goal



College Pathway

Are you thinking about applying to college or universities in the United States? Completion of the advanced level in Q International School's General English and Academic English programs fulfill the language entry requirements for our partner community colleges and universities. Students are guaranteed to get conditional acceptance by our partner schools.

Test Prep

Designed for students planning to apply to a college, university, or graduate school in the United States, Q International School's English language test preparation program helps develop exceptional test-taking strategies.



Next Step

You are capable of more than you know. Q school also supports your next career. You can be who you want to be.

Support Your Goal



Teachers

Experienced ESL teachers, one-on-one career counseling, and individualized support services to help students get accepted into an American

Staff

Studying in a different cultural environment is both challenging and rewarding. Q International School has every tool you need for success. If it is important to you to have friendly, experienced staff and be supported by compassionate, knowledgeable and professional staff, Q International School is the school you're looking for.



Student Ambassador

Student Ambassadors have a strong level of enthusiasm for Q International School. They participate in various business projects to develop their business and interpersonal skills through interactions with American professionals. Student Ambassadors play an essential component of the Q International School mission to be an innovative, student-centered organization.



Information

/,ɪnfə'meɪʃn/ [information]

Little things make a big difference. We want to help you lead a fulfilling school life. The next few pages are dedicated to Q International School's policies and our mission as a student-centered institution.

Admission Requirements

Q International School accepts students 13 years and older. In order to enroll, applicants must submit an Application Form, Evidence of Financial Support, Housing Reservation (optional), Copy of Passport, Application Fee, and Enrollment Agreement. In lieu of submitting a high school diploma or equivalent, students will take the Oxford University Press Placement Exam to determine language level on the orientation day. Q International School is awaiting on BPPE Approval for our alternative A.T.B. Exam.

Federal and State Financial Aid/Repayment of Loans

Q International School does not participate in federal or state financial aid programs. If a student personally obtains a loan, he or she will be responsible for repayment of the loan plus interest, less the amount of any refund.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution

The transferability of credits you earn at Q International School is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Q International School Certificate of Completion you earn in English is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Stafford House International to determine if your certificate will transfer. Q International School does not accept credits transfer from other institutions. Students must take the placement test to determine language level on the orientation day.

Student Tuition Recovery Fund

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program." In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog: "It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

- 01.** The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
- 02.** You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
- 03.** You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
- 04.** The institution has been ordered to pay a refund by the Bureau but has failed to do so.
- 05.** The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
- 06.** You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
- 07.** You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Because of the short-term nature of studies at Q International School, Q International School students, as nonimmigrant students or tourists and their residence is overseas, do not have social security or taxpayer identification numbers.



Cancellations and Refunds / Student's Right to Cancel

Students need to notify Q International School of their intent to cancel/withdraw from the program in which they are enrolled. Application fee, express mail fee, placement fee and bank fees are non-refundable.

Tuition, Technology and Material Fee Refund

If you cancel your enrollment prior to your scheduled orientation date, you will receive a 100% refund for the amount paid for tuition, technology and material fee charges.

If you cancel your enrollment after the first day of classes or the seventh day after enrollment, whichever is later, and have not completed at least 60% of your program, you will be eligible for a refund based on a prorated calculation of the unused weeks of your program of study.

When determining the number of weeks completed, a partial week will be counted as a whole week, provided the student was present any time of the scheduled week.

Students who are dismissed from the program due to violations of Q International School's written disciplinary or attendance policies are eligible for a refund.

If you cancel your enrollment on the first day of classes, you will receive a 100% refund of the amount paid for tuition, technology and material fee charges.

If you withdraw your enrollment after completing at least 60% of your program of study, you will not be eligible for a refund.

If Q International School cancels a program subsequent to your enrollment, all fees paid to the school will be refunded.

If you have been absent for a maximum of 30 consecutive calendar days (excluding any scheduled breaks of Q International School), Q International School will automatically administratively withdraw you from the program and complete a refund calculation, processing any refunds to or on behalf of you.

Students who are dismissed from the program due to violations of Q International School's written disciplinary or attendance policies are eligible for a refund.

Housing Refunds

Homestay: A minimum of fourteen days written notice and refunds will be provided for unused portion of your stay.

Residence Club: Refunds will be determined according to each of the individual residence clubs.

Job Placement

Q International School is an ESL school. Our international students are not eligible for employment in the U.S. because they are nonimmigrant students or tourists and their residence is overseas. Upon completion of program, they do not go into jobs related to their English language training in the U.S.

Student Conduct

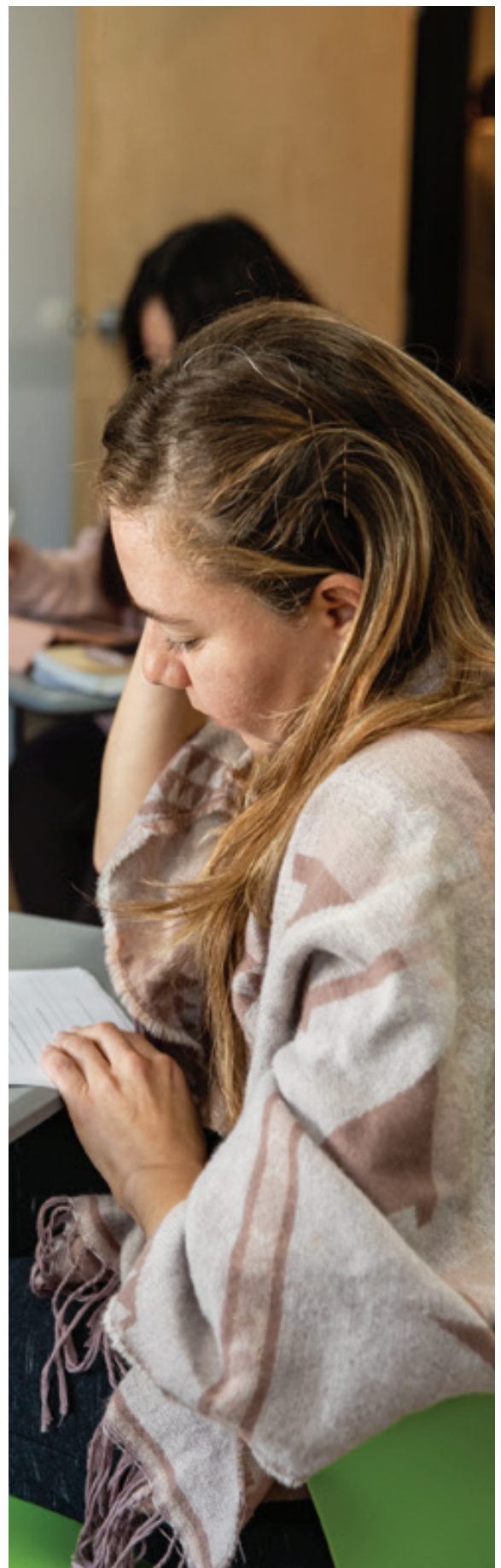
Any student may be dismissed from Q International School for inappropriate behavior, yelling, aggressive or threatening actions, theft, vandalism of any sort, illegal drug use, or the use of alcohol. Similarly, sexual harassment, racial discrimination, behaviors that violate school rules and expectations, disobedient or disrespectful behavior towards students, staff or faculty will also not be tolerated and will result in suspension or, at the School Director's sole discretion, dismissal from school.

Certificate of Completion

The Q International School Certificate of Completion is given to students upon completion of their classes.

Academic Dishonesty and Plagiarism

Plagiarism is presenting someone else's words, ideas, or conceptions as if they were your own. Assignments submitted must be the work of the student whose name appears on the paper. Submitting another author or student's work as your own is cheating. Throughout the learning process students are encouraged to draw upon the information and wisdom of others, but in the spirit of scholarship they are always expected to cite all sources used in the proper academic format. Possible consequences of academic dishonesty are withdrawal from course and/or program.



Grading Policy

For most courses, the final grade is determined by the weighted letter grades of the student's class participation, homework, class work and exams (midterms and finals). The letter grade of the student's attendance for the term is converted from the quotient of number of days present over the number of course days scheduled.

A student is marked as tardy should he/she miss 1-15 minutes of the scheduled class time due to a late arrival or early departure. Three tardies are equivalent to one absence. If a student misses more than 15 minutes of class, he/she is marked absent for that class.

A student who withdraws from a course will receive a "W" (withdrawal) for the course, which won't have an impact on the student's GPA. The credit hours for the course are counted as "attempted but not achieved". The grading rubric varies depending on the courses.

Each student receives a final grade report. Instructors also provide students feedback on their progress throughout the session. Any student who receives a final grade of D or F (69% and lower) will not pass to the next level, but will be required to repeat the same level the next session.

Satisfactory Progress

Q International School's mission statement is paramount in both teaching student and monitoring progress against both session and student goals. Methods take into account the fact that no two students learn a new language at an equal pace or with equal depth. Both teaching and monitoring are aimed at achieving progress for each individual student.

"Satisfactory progress" is defined as improving one's English proficiency in a systematic and timely manner. This equates to 70% (2.0) or higher overall grade point average at the end of the academic session. If a student does not achieve an overall grade point average of 70% or higher, the student must repeat the level. Students with a GPA lower than a 2.0 for the second academic session will be given a warning and an Individual Learning Plan (ILP).

Failure by the student to successfully complete the same level a third time will result in the student, Academic Coordinator and/or School Director meeting to determine if there is any reason to believe the student could benefit from taking the course a fourth time. If they conclude the student should have one more chance, the student remains on probation with a new Individual Learning Plan indicating the plan for the student's coursework, and verification that the student understands the consequences of failing a fourth time and the conditions for being removed from probationary status.

Should a student fail the same level for a fourth time, the student will be notified that the student will be terminated in the SEVIS system within ten working days of notification.

Clock hours are the only unit of measurement used to record a student's progress on transcripts and other documents. This is in accordance with regulations relating to F-1 students.

Leave of Absence and

A student who plans to continue his/her studies may request a leave of absence by submitting the Leave of Absence Form to the Admissions Department. The School reserves the right to decline the student's request for a leave of absence for any reason.

Students who have studied for a minimum of 16 weeks with an attendance of 80% or above, and are registered for at least another 8 weeks, are entitled to a session break of up to 2 weeks.

Copyright Policy

Protecting Against Copyright and Software License Infringements (4.B.6)

It is the policy of Q International School to respect the copyright protections given by Federal Law to owners of print, digital materials and software. It is against Q International School policy for faculty, staff, or students to use school equipment or services to access, use, copy or otherwise reproduce, or make available to others any copyright-protected materials or software except as permitted under copyright law (especially with respect to "fair use") or specific license.

The software provided through Q International School for use by faculty, staff, and students may be used only on computing equipment as specified in the various software licenses.

Q International School regards violation of this policy as a serious matter, and any such violation is without consent and is subject to disciplinary action. Repeated violations will result in the loss of computing privileges, among other sanctions.

Student Records

Students' complete files, including application documents for Q International School, SEVIS I-20 documents, financial statements, academic progress reports, and other documents, are kept electronically on a secured on-site server and cloud to which only Q International School staff have access.

Upon completion of their studies, students' complete electronic files are kept indefinitely after the scheduled end date of their program.

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Complaints

Q International School is recognized by the Accrediting Council for Continuing Education & Training (ACCET) as meeting and maintaining certain standards of quality. It is the mutual goal of ACCET and Q International School to ensure that educational training programs of quality are provided. When problems arise, students should make every attempt to find a fair and reasonable solution through the formal complaint procedure within Q International School. However, in the event that a student has exercised the channels available within Q International School to resolve the problem(s) by way of Q International School's formal student complaint procedure and the problem(s) has not been resolved, the student has the right and is encouraged to take the following steps:

01.

Complaints should be in writing and mailed, faxed, or emailed to the ACCET office. Complaints received by phone will be documented, and the complainant will be requested to submit the complaint in writing.

02.

The letter of complaint must contain the following:

- A detailed description of the problem(s);
- The approximate date(s) that the problem(s) occurred;
- The full name(s) and title(s) or position(s) of the individual(s) involved in the problem(s), including both Q International School staff and/or other students who were involved;
- Evidence demonstrating that Q International School's complaint procedure was followed prior to contacting ACCET;
- The name and mailing address of the complainant; if the complainant specifically requests that anonymity be maintained, ACCET will not reveal his or her name to Q International School.

03.

In addition to the letter of complaint, copies of any relevant supporting documentation should be forwarded to ACCET (e.g., the student's enrolment agreement, the syllabus or course outline, correspondence between the student and Q International School).

04.

Send to:

ACCET (Accrediting Council for Continuing Education and Training)
CHAIR, COMPLAINT REVIEW COMMITTEE

☎ (202) 955-1113 📠 (202) 955-1118 or (202) 955-5306

📍 1722 N Street, NW Washington, DC 20036

✉ complaints@accet.org 🌐 www.accet.org

Bureau for Private Postsecondary Education (BPPE) Complaint Procedure:


Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution or may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888)370-7589, by fax (916) 263-1897.



A student or any member of the public may file a complaint about this institution with the Bureau of Private Postsecondary Education by calling (888)370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website, www.bppe.ca.gov.



Thank you!







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