



Language Exchange Program
ATC 313
Guidelines



In order to take advantage of the Language Exchange program, remember to:

1. Check your email frequently for any updates on your application status.
2. Depending on your first language, the language you are learning, and your schedule, we may not be able to find you a partner. We appreciate your understanding.
3. Contact your partner to schedule your meetings as soon as you've received an email about your partner.
4. Be prepared for your meetings. Think how you will introduce yourself and what questions you will ask your partner.
5. Be also prepared to speak on various topics about your culture and language. Find some interesting sources and materials: websites, books, newspapers, magazines, pictures, postcards, maps, or souvenirs about your country.
6. Spend half of your time to speak the language you are learning and the other half to speak your native language.
7. Be polite and sensitive to cultural differences to avoid misunderstanding.
8. Exchange telephone numbers with your partner by the end of the first meeting, and if you need to cancel or reschedule your meetings, make sure to contact each other.
9. Contact the Listening and Speaking Center (LSC) to report any problems.
Do not hesitate!!!
10. Submit the LSC survey at the end of the quarter so that we can make the program better!

Contact: Email – ssclsc@fhda.edu

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