

Regular Courses

Regular courses are structured from beginner (level 1) to advanced (level 9). The Spring term starts on the week of **23 April 2018** and ends on the week of **13 July 2018**.

COURSE	SCHEDULE OPTIONS		INSPIRA	SECTION
LEVEL 1	Tue/Thu	8:00-9:30 am	LMS-2651	11
	Mon/Wed	12:00-1:30 pm	LMS-2651	12
		8:00- 9:30 am	LMS-2651	9
		1:30- 3:00 pm	LMS-2651	10
LEVEL 2	Mon/Wed	8:00-9:30 am	LMS-2652	7
		12:00-1:30 pm	LMS-2652	8
LEVEL 3	Mon/Wed	1:30-3:00 pm	LMS-2653	5
	Tue/Thu	8:00- 9:30 am	LMS-2653	6
LEVEL 4	Tue/Thu	12:00-1:30 am	LMS-2654	3
LEVEL 5	Tue/Thu	12:00-1:30 pm	LMS-2655	3
LEVEL 6	Mon/Wed	12:00-1:30 pm	LMS-2656	3
LEVEL 7	Mon/Wed	1:30-3:00 pm	LMS-2657	3
LEVEL 8	Tue/Thu	12:00-1:30 pm	LMS-2658	2
LEVEL 9	Tue/Thu	1:30-3:00 pm	LMS-2659	2

Online Courses

Online courses are available to UN Secretariat staff members located at all duty stations. These courses are structured from regular levels 1 to 4 (additional courses will be offered each term).

COURSE	DESCRIPTION	DAY-TIME	LEVEL	INSPIRA	SECTION
Arabic 1 Web-based	This course introduces students to the Arabic alphabet and basic structures	Mondays 8:00-9:30 am	A1	LMS-2705	3
Arabic 2 Web-based	This course continues with the basics of the Arabic language structures and grammar	Mondays 6:00-7:30 am	A1	LMS-2706	2
Arabic 3 Web-based	This course continues with the basics of the Arabic language structures and grammar	Wednesdays 6:00-7:30 am	A1	LMS-2709	2
Arabic 4 Web-based	This course continues with the basics of the Arabic language structures and grammar	Thursdays 6:00-7:30 am	A1	LMS-2710	2

Specialized Courses

We offer specialized courses to develop specific cultural and professional skills in listening, speaking and interacting, reading or writing.

COURSE	DESCRIPTION	DAY-TIME	PRE-REQ	INSPIRA	SECTION
Arabic Ad- vanced I	This course is a continuation of the 9 regular level series	Tue/ Thu 1:30-3:00 pm	9	LMS-2940	1
Arabic Ad- vanced II	This course is a continuation of the 9 regular level series	Tue/ Thu 1:30-3:00 pm	Adv.I	LMS-	1
Media-assisted Arabic Course I	This course improves the listening and reading skills through the analysis of excerpts of Arabic Media	Mondays 5:30-7:30 pm	4	LMS-2715	3
Media-assisted Arabic Course II	This course improves the listening and reading skills through the analysis of excerpts of Arabic Media	Wednesdays 5:30-7:30 pm	6	LMS-2716	3
Media-assisted Arabic Course III	This course improves the listening and reading skills through the analysis of excerpts of Arabic Media	Thursdays 5:30-7:30 pm	8	LMS-2720	3
Arabic Calligra- phy I	This course provides learning and practicing of the most popular styles of Arabic Calligraphy	Thursdays 6:00-8:00 pm	None	LMS-2725	3
Arabic Conversation I	This course provides opportunity to practice oral skills in Arabic	Tuesdays 5:30-7:30 pm	2	LMS-2711	3
Arabic Conversation II	This course provides opportunity to practice oral skills in Arabic	Thursdays 5:30-7:30 pm	5	LMS-2712	3
Arabic Conversation III	This course provides opportunity to practice oral skills in Arabic	Tuesdays 5:30-7:30 pm	8	LMS-2714	3



Placement Tests

If you are unsure about your current proficiency level, or if you have not taken classes for more than two terms, then please register for a placement test through Inspira. You can search for "Arabic Placement" under the "My Learning" section in Inspira.

Where are classrooms located?

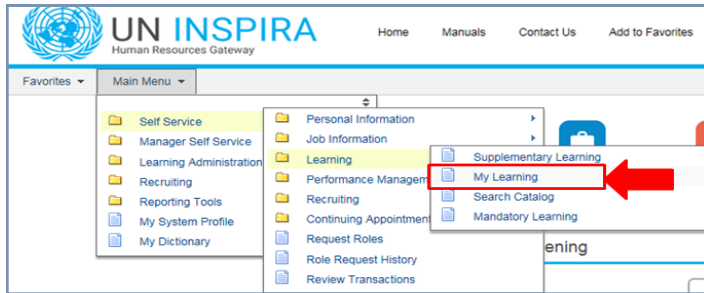
Our new United Nations Learning Centre is located on the 3rd basement level in the General Assembly Building.

How to register— UN Staff members

IMPORTANT: The following instructions are for UN Staff Members only. If you are not a UN staff member, please see the registration instructions in our site:

<https://hr.un.org/language-programmes-unhq>

1. Log into INSPIRA <https://inspira.un.org>
2. Click **Main Menu** (below the UN logo) **Learning—Self-Service—My Learning**.



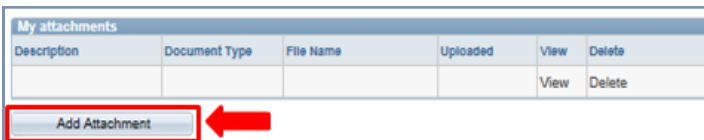
3. Now you can search the catalog by typing in the box **the first 4 digits of the course LMS Code** (available in the course schedule), or **the course name** or **placement** (for placement tests), and then click **Search**.



4. Click **Enroll** on the right of the course (or placement test) you want.

Activity Code	Location	Type	Start Date	
LMS-1132-18	United States, New York	Live Classroom Instruction	18/04/2016	View Details Enroll

5. Upload any requested PDF documents (copy of your UN pass, letter from supervisor).



6. Check the **box** and click **Submit Enrolment**. Your application will be reviewed before your enrolment is confirmed (you should receive a confirmation e-mail later on).

By checking this box I certify that: and that submission of my registration does NOT guarantee my enrolment in the activity; failure to attach required documents, to meet eligibility criteria or to provide more information when requested will result in my registration being delayed or rejected.

- I have read and understood the rules and policies of the Language and Communications Programme at Headquarters as listed in the last Information circular available at http://www.un.org/Depts/OHRM/sds/ocp/UNI_CP/english/circular.html.
- I confirm that statements made by me to the above questions are true, complete and correct to the best of my knowledge and belief.
- I understand that any misrepresentation or material omission made on this form or other document requested by the Organization may result in the rejection of my registration.

Arabic

Language & Communication Skills



United Nations

The United Nations Language & Communications Programme

For Multilingualism and Career Development

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General Questions: learning@un.org

Who can take a language course?

UN staff, delegates of Permanent Missions and Observer States, staff members of UNDP, UNICEF, UNFPA and UNOPS in New York and retired staff members. Check full list of who can take courses—for free or for a fee: <http://tiny.cc/eligibility>

When and how can I register?

Placement tests: From 19 February, 2018
Courses: 13 March - 10 April, 2018

Register via <http://inspira.un.org>

How can I get registration help?

Visit one of our Registration Help Clinics in **Computer Room B:**

Monday- 9 April, 2018: 1:30 -3:30 pm

Tuesdays & Wednesdays

14 March-10 April, 2018: 10:30 am -3:30 pm

More questions? Visit us at:

Do I need to take a placement test?

No, if you are a beginner. Just register for any of the Level 1 courses.

Or, if you're a native speaker, or a high-level learner with a recent diploma or test score showing your proficiency, write a comment and/or 'add attachment' with related documentation when registering for each course.

Yes, if you are a new student OR if you took a break from courses for 2+ terms.

Arabic Placement Exams

ROOM	DATE	TIME	LMS CODE
Classroom 03	20/3/18	10:00-11:00 am	LMS-2660-15
	27/3/18	10:00-11:00 am	LMS-2660-16
	3/4/18	10:00-11:00 am	LMS-2660-17
	10/4/18	10:00-11:00 am	LMS-2660-18