



# DHCC On-site ASL Class Information Sheet

Thank you for inquiring about private on-site American Sign Language (ASL) classes offered by the Deaf- Hearing Communication Centre (DHCC). Please read the details of our service below. If you have any questions or concerns, please contact us at [asl@dhcc.org](mailto:asl@dhcc.org) or 610-604-0452, option 4.

## PROGRAM DETAILS

DHCC offers on-site corporate ASL classes designed to optimize basic communication between Deaf, hard of hearing and hearing co-workers and/or customers. Our mission as a non-profit agency is to promote equal communication accessibility and cultural awareness to these three communities by providing quality communication services, advocacy and educational programs. Private on-site classes can be tailored to meet your organization's specific needs. We have provided classes to locations such as hospitals, government departments, social service agencies and private businesses.

DHCC likes to consult with and Deaf and/or hard of hearing employees from the organization, if possible. They can provide valuable information on communication challenges from a unique perspective.

DHCC also recommends organizations strongly consider scheduling a Sensitivity Training in conjunction with private on-site classes. DHCC provides two-hour, half-day, and full-day workshops that focus on the cultural and communication differences between Deaf, hard of hearing, and hearing populations, and discuss a variety of ways to achieve open and effective communication. This training serves as an exceptional introduction to the ASL classes. For more information on scheduling a Sensitivity Training, contact us at [asl@dhcc.org](mailto:asl@dhcc.org) or 610-604-0452, option 4.

## SESSION DETAILS

Classes are one (1) hour long for optimal learning. Classes can have up to 15 students (in-person) or 10 students (remote), and typically meet once a week. DHCC recommends 10-class sessions. Please contact DHCC to arrange a schedule that meets your needs.

## RATE DETAILS

Please note – additional rates may apply. Inquire for more details.

1. **DHCC Class Fees** \$1320 for 11 contact hours. Costs cover instruction, handouts, equipment, and up to 50 miles of travel (roundtrip) for the instructor.
2. **Travel Fees (if applicable)** Any parking fees incurred by the instructor are billable. Additionally, if the location of the class requires more than 50 miles (roundtrip) of travel for the instructor, additional travel fees will be billed. Inquire for details.
3. **ASL Book Fees** It is highly recommended that each student obtain *A Basic Course in American Sign Language (ABC) - Second Edition*. This publication can be purchased through [www.diglo.com](http://www.diglo.com), Amazon, or eBay. If you prefer, DHCC can facilitate the order on your behalf for a small fee.
4. **Communication Access Fees** American Sign Language interpreter(s) are required to facilitate communication between the Deaf instructor and the hearing participants on the first night of class only. Rates are \$80/hr per interpreter with a two (2) hour minimum, plus travel (travel fees not applicable if the session is remote). If the session is to be recorded, the higher specialty rate will be charged.

*Please note that these rates may change depending on your organization's educational goals. For an official estimate, please contact DHCC with the information listed on the following page.*



# DHCC On-site ASL Class Information and Cost Estimate Request Form

Requester Name: \_\_\_\_\_

Organization and/or Department: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name and Address of Training Location:

\_\_\_\_\_  
\_\_\_\_\_

What prompted you to inquire about on-site ASL classes?

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\_\_\_\_\_  
\_\_\_\_\_

Who will attend this training (please include approximate number of attendees)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the estimated schedule of the training(s)? Please include number of sessions, length of each session, time and dates/days of the week for each session.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you also interested in information on DHCC's Sensitivity Trainings?

Yes       No

**Please email this information back to us.**

**Thank you – we look forward to working with you!**