This study deals with the difficulties in acquiring the essential language skills “listening, speaking reading and writing ” for non-Arabic speaking students within the Co-operative and community awareness offices in Riyadh and Jeddah Saudi Arabia . It aims to focus on
the most outspread difficulties; knowing their causes; and finding the most appropriate solutions to mend them using modern foreign language teaching theories and one of the scientific researching tools, which is the questionnaire; to help reveal the reasons behind these difficulties and, additionally, suggest some means to eliminate them.

The study concluded in several results; the most important of them are:

It was observable, through studying the questionnaire items that the students’ weakness in the non-Arabic speaking program in Riyadh and Jeddah in listening, speaking, reading and writing, that the speaking and writing skills were the weakest skills acquired by the students.

The study recommended focusing on teaching the four skills: “Listening speaking, reading and writing” in a comprehensive manner; preparing the lecture halls and educational classes with modern educational means; and asserted the importance of putting concise and accurate plans and programs to teach Arabic language for non-Arabic speakers in the Cooperative Offices for Call, Guidance and Community Education. and to use modern teaching tools and methodologies in teaching
provide language labs; activate the role of the library; and to cooperate with the Arabic language institutes within Saudi universities. Additionally, qualify the teachers with training courses to increase their skills in teaching non-Arabic speaking students in the co-operative offices and to establish social partnership with governmental and non-governmental organizations and benefit from their facilities in serving the educational programs for non-Arabic speakers.