

# Student Request Form

Student's Name :

Date:

/ /

When did you come to USA?

How long will you be staying here in USA?

English Level :

Beginner

Intermediate

Advanced

Have you been to an English Language School before coming to USA?

YES

NO

TOEIC Score :

TOEFL Score :

Eiken :

★Which skill(s) would like to learn and improve? Please circle all that apply.

- Grammar     Vocabulary     Reading     Writing     Speaking  
 Listening     Idiom     Slang     Accent/Pronunciation

★What are your strengths? Please circle all that apply.

- Grammar     Vocabulary     Reading     Writing     Speaking  
 Listening     Idiom     Slang     Accent/Pronunciation

★Please check the box(es) below to indicate which topics you are interested in learning.

## Daily Conversation

- |  |   |
|--|---|
| <input type="checkbox"/> Shopping at the grocery store, department store etc...              | <input type="checkbox"/> At the bank/post office                |
| <input type="checkbox"/> Communication with your apartment staff or your house owner         | <input type="checkbox"/> At the doctor's office/pharmacy        |
| <input type="checkbox"/> Talking about American holidays and culture                         | <input type="checkbox"/> Speaking on the telephone              |
| <input type="checkbox"/> Talking about your country's holidays and culture                   | <input type="checkbox"/> Talking about your family              |
| <input type="checkbox"/> Travel - hotel and airline reservations                             | <input type="checkbox"/> Talking about your hobbies             |
| <input type="checkbox"/> Conversation with your children's school teacher and other parents. | <input type="checkbox"/> Eating out - restaurants and fast food |

## Business English

Company Name: \_\_\_\_\_ Position: \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Discussing  | <input type="checkbox"/> Building business vocabulary          |
| <input type="checkbox"/> Negotiating   | <input type="checkbox"/> Handling complaints                   |
| <input type="checkbox"/> Giving opinions   | <input type="checkbox"/> Writing proposals and business emails |
| <input type="checkbox"/> Asking questions  | <input type="checkbox"/> Delivering presentations              |
| <input type="checkbox"/> Using small talk and chatting with colleagues and/or clients. | <input type="checkbox"/> Speaking on the telephone at office   |

★If you have any specific requests or any concerns. Please write them below.