



Anglo-Continental Pre-training assessment form

for Executive Programmes

(Courses E-2.30, E-2.40, E-3.20, E-3.30, E-3.40)

We would like to prepare for your course as fully as possible. It is therefore important that we have clear information about your needs. Please complete this form as soon as possible and return it to english@anglo-continental.com

Section 1

Personal data

(Please complete in BLOCK CAPITALS)

Mr Mrs Miss Other Please mark

Family name

First name(s)

Course number

Entry date

Reference number (if known)

Contact information

In preparation for your course, we may require additional information from you.

Telephone

Mobile

Email

Skype

Website (if applicable)

Job description

Company name

Job title

Brief job description

Previous language training

Have you previously attended a course at Anglo-Continental? Yes No

If yes, in which year(s):

Are you currently studying English? Yes No

If yes, which course book(s) are you using?

What is your present level of English?

Beginner Intermediate
Elementary Upper Intermediate
Pre-Intermediate Advanced

Section 2

Your General English learning priorities

Please indicate in the boxes below the importance to you of improving your English in the specified areas:

1 = Very important 2 = Important
3 = Less important 4 = Not important

Listening Vocabulary
Speaking Grammar
Reading Pronunciation
Writing

Section 3

If your level of English is Pre-Intermediate or above, ten sessions per week of your Individual Tuition can be in the English of your own specialised field. If you require tuition in Specialised English, please write the subject below (see page 24 of the Prospectus for a list of possible subjects).

(Examples: English for Finance
English for Management)

Please also include any areas of that subject which particularly interest you. (Example: attending conferences and trade fairs and dealing with international clients).

Section 4

Your Specialised English learning priorities

Please indicate in the boxes below the importance to you of improving your English in the specified areas:

1 = Very important 2 = Important
3 = Less important 4 = Not important

Meetings Emails
Negotiations Formal correspondence
Presentations Reports
Telephone calls Professional literature
Social situations Advertising material

Section 5

Other information/areas of interest

Please let us have any other information which you believe would help us to prepare for your course:

Thank you for completing this assessment.