



Workplace English Program - Application Form

Personal details

Given Name(s): _____ Family Name: _____ Title: _____

Gender: Female Male

Faculty/Department: _____

School/Unit: _____

Work Phone Number: _____ UNSW Email Address: _____

Country of Birth: _____ Nationality: _____

First Language Spoken: _____ Other Language Spoken: _____

Length/Type of English Education: _____

Date Arrived in Australia: _____ Residency Status: _____

Today's Date: _____

Employment Details

Supervisor: _____ Supervisor's Email Address: _____

Your Current Position: _____ Job Classification: _____

Duration of Job: _____

Qualifications: _____

Job in Home Country: _____ Current Study: _____

Course Preferences: _____

How did you hear about the Workplace English Program?

Any extra information you would like to give?

Course Dates		
Date	Course Name	Course Aim
6 January 2009	English Grammar	Further develop your English grammar skills
7 January 2009	Conversation at Work	Become a more confident speaker in a variety of work contexts
10 February 2009	Report Writing	Improve your report writing skills
11 February 2009	Working in Australia	Improve your speaking and listening skills in an Australian work context
5 May 2009	Oral Presentations	Improve your presentation skills in terms of language and pronunciation
6 May 2009	Telephoning in English	Further develop your telephoning skills
21 July 2009	Vocabulary Development	Develop your vocabulary as well as your learning skills
22 July 2009	Pronunciation Skills	Improve your fluency and confidence in spoken communication
13 October 2009	Writing and Grammar	Further develop your writing and grammar skills in a work context
14 October 2009	Speaking Skills	Become a more fluent and confident speaker, both socially and at work