

1 International student

READING SKILLS Following instructions • Reading methods

WRITING SKILLS Checking your writing • An informal email

VOCABULARY DEVELOPMENT A dictionary entry • Recording vocabulary (1)

READING Going abroad to study

1 Personal information often appears on documents, especially official documents. Use the ideas in the box to say what personal information is on ... ?

- a birth certificate
- a bank statement
- a driving licence
- an exam certificate

name	date of birth	address	parents' names
grades	driver number	account number	
name of school or university	place of birth		

2 Simon Elliot lives in Geneva, Switzerland. He is returning to the UK to study. Answer the questions.

1 Label the documents. Which is ... ?

- a passport
- a formal letter
- an informal letter
- an application form

2 Where is Simon going?

3 What is he going to study?

4 Who is John?

c

Apartment 25,
Lac de Lemman Building,
Geneva,
Switzerland

email simon.elliott@gen.com

Dear John,

Just writing to let you know that I've got a place at West London University to do my MSc! So, I'm finally coming back to London. I'm really looking forward to seeing you again. I'm not sure where I'll be living. I'm applying for accommodation with a host family - that way I won't have to cook! I just hope that there's a vegetarian family available. As soon as I know my new address, I'll email or ring you, and we can meet! Do you like the photos I've sent? Do you remember ...

a

University of **WEST LONDON**

Apartment 25,
Lac de Lemman Building,
Geneva,
Switzerland

Dear Mr Elliot,

We have pleasure in offering you a place at the University of West London to study for a Master's degree (MSc) in Applied Biochemistry. The academic year commences on 10 October and classes start ...

d

United Kingdom of Great Britain and Northern Ireland

Passport

Passport No
012234556



Surname
ELLIOT
Given names
SIMON
Nationality
BRITISH CITIZEN
Date of birth
22 OCTOBER 1985
Date of issue
06 JUNE 2006
Date of expiry
05 JUNE 2016

- 3 Look at the application form. What is it for?
- 4 Read the documents on page 4. Use the information to complete the application form for Simon.

Read Study Skill

STUDY SKILL Following instructions

When filling in official documents, it is important to read and follow the instructions carefully, for example:

- Use black ink only.
- Please **print** / Write in BLOCK CAPITALS.
- Tick ✓.
- Please specify (give more details).
- Delete (cross out) as appropriate.
- Circle the correct answer.

b

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*Please print.
Use black or blue ink only.
Tick (✓) the relevant boxes.*

Application for Accommodation

Family name Elliot

First name(s) _____

Male/Female (Delete as appropriate) Single Married

Children Yes No Number

Date of birth / / Nationality _____

Passport/ID number _____

Home address _____

Postcode _____ Country _____

Course title _____

Course start date / /

Type of accommodation

- Host family
 University hall of residence
 Shared house

Special diet Yes No

Please specify:

How and why do you read?

- 5 What do *you* read? Tick (✓) the different reading materials a–j that you read.

- | | |
|--|--|
| a <input type="checkbox"/> textbooks | f <input type="checkbox"/> reports |
| b <input type="checkbox"/> novels | g <input type="checkbox"/> timetables |
| c <input type="checkbox"/> emails | h <input type="checkbox"/> indexes |
| d <input type="checkbox"/> search engine finds | i <input type="checkbox"/> a dictionary |
| e <input type="checkbox"/> journals | j <input type="checkbox"/> instruction manuals |

- 6 Which reading materials from exercise 5 do you read for pleasure; for work; for your studies? Make three lists.