COURSE ENTRY INTERVIEW FORM – ELICOS STUDENTS

ABOUT THIS FORM

This form is to be utilised for interviewing students as part of the enrolment process to determine their suitability for the course, as well as to ascertain any support needs.

The interview may be carried out on site or via telephone or web-based technology such as Skype etc.

Ask the student each question and record their answers. At the end of the interview and taking into account the documentation submitted by the student as part of their enrolment, document whether they are suitable for entry into the course or not and any support needs and actions that need to be taken.

This should also take into account the results of the English Placement Test.

STUDENT DETAILS

NAME	
COURSE APPLIED FOR	
EMAIL	
PHONE	

COURSE ENTRY INTERVIEW QUESTIONS

Why do you want to enrol in this course and what do you hope to achieve from participating in this course?
What are your career/further study goals?

Do you require any support to participate in this course? If so, please outline.

COURSE ENTRY INTERVIEW RESULT

IS THE STUDENT SUITABLE FOR ENTRY INTO THE COURSE? *Please explain why or why not. Include the results of the English Placement Test and the level the student has placed at.*	
DOES THE STUDENT REQUIRE ANY SUPPORT TO COMPLETE THE COURSE? *If so, please describe so that a support plan can be put in place.*	
NAME OF STAFF MEMBER COMPLETING INTERVIEW	
SIGNATURE	
DATE OF INTERVIEW	
POSITION	