



QUESTIONNAIRE 1
Information for Customized
Program Request
Center for English as a Second
Language – University of
Arizona



Instructions: Thank you for your interest in CESL. In order understand what you would like in your program, we need some basic information. Please answer the questions below and then send us this document (contact information below). After we review this questionnaire, we will contact you and may ask you some further questions and will then be able to provide you with a quote. Please keep in mind that it typically takes four (4) months to organize a customized program.

Contact Information: The contact person must be a representative of the organization or group who will assume financial and other responsibilities for the program should the proposal be accepted. Please provide all information below:

Name of contact person	
Title of contact person	
Name of organization	
Mailing address (street address or P.O. Box) Country	
Email address	
Telephone	
Fax	
Website (if applicable)	

Program Location: Where will the program take place?

at the University of Arizona at another location in Tucson in southern Arizona in your country _____

Program Focus: What type of program would you like? Please check the appropriate box.

<input type="checkbox"/>	English language training for academic purposes.
<input type="checkbox"/>	English language training for job or career.
<input type="checkbox"/>	Teacher development/training for English language teachers
<input type="checkbox"/>	Other professional/career training. Please describe:

Program Goal: What would you like the participants to achieve during their program with us? Please be as specific as possible.

Program goal:

Estimated Number of Participants:

Total number	
Number under the age of 18	

Program dates: Approximately what dates do you expect the program to run? (Again, please keep in mind that we need four months advance notice)

Program dates:

Language Level: (For English-language classes) please describe the average language level of the participants (check all appropriate boxes).

Advanced	Intermediate	Beginning

Finances: Would you need us to handle any financial transactions for you (for example, housing payments)?
Yes No

To submit this form, you may email it to us at ceslgrps@email.arizona.edu
Or you may print it and fax it to us at: 1-520-621-9180
Or mail it to us at:
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