

Learner Needs Analysis (Pre-enrolment Self-Assessment)

Pre-Enrolment Self-Assessment (On-Shore and Off-Shore Applicants)

Applicable Standards SRTO 1.1, 1.2, 5.1, 5.2 The National Code: Standard 2.1, 2.2	Linked Documents Student Handbook Offer Letter Written Agreement Pre-training interview records
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Note: Please answer the following question to the best of your information and understanding. Information provided by you forms part of the application process for admission into a course at Mervic. Return along with other pre-enrolment documents. If applied through an agent, after completing, sign and submit this form to your agent along with any other documents required.

Candidate Information			
Last Name			
First Name			
Date of Birth			
Residential Address			
Marital Status	<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Never Married
Email Address			
Contact Number			
Course(s) Applied For	Course Name	CRICOS Duration	
Agency/Agent			

1. Please state your reason for selecting the above courses at Mervic.

2. Briefly describe your career and/or academic goals/objectives that you aim to achieve within the next 2-3 years (Think in terms of what you would like to do or achieve in the next few years).

3. List all the formal qualifications and/or competencies you have completed so far (most recent first).

4. List and briefly describe any informal learning, skills or knowledge gained during your previous studies, work, or personal interest/efforts.

5. Please describe how your selected course(s) at Mervic will help you achieve your stated goals and objectives in Q2.

6. Have you undertaken any English Language course, test or training other than IELTS preparation? Please provide details, if any.

7. Do you have any special needs which would require any specific equipment, disability support, or resources while undertaking your course(s) at Mervic? If applicable, please provide details below.

8. Did you receive any English Language or any form of academic/learning support in your previous school, college, or institution? If applicable, please provide details below.

9. Please complete the following;

Following are some of the general academic skills that you will need to demonstrate during your studies. Please tick the box on that most accurately reflects your current skills.	Confident	May Need Help
I can easily read my textbook/guide/learning materials in English		
I can understand and summarise a text (<i>for example, writing a brief summary of what you have read, in your own words</i>)		
I can give a brief presentation or a talk in front of the class		
I can learn new words and vocabulary easily		
I can understand my trainers/teachers when they speak in the class and take notes for my own reference		
I can understand graphs and charts and summarise in own words		
I can calculate percentages and fraction		
I can generally understand data in a table (<i>for example, survey data</i>) and can summarise in own words		
I can organise my time for work and study		
I can work in groups with my classmates		
I can fill forms and write emails/letters to communicate with my teachers and college administration when required		
I can use computers and operate software/programs for everyday use		

Full Name: _____

Signature _____

Date _____

Mervic College ADMIN USE ONLY

Received by				
Date				
Reviewed by				Academic Manager
Notes and Comments from the Analysis				
Special Support Needed	YES		NO	
Candidate Interview Needed?	YES		NO	
Recommendations and Further Actions				
Date			Signature	