

English Banana.com

Schools

Quick Reference Form – Students – Information Page

This form can be completed at the beginning of a new course and kept with the register. It gives ready information about students on the course, including easy access to their phone numbers – which comes in handy when you need to call them to remind them to come to class, or ask “Where have you been for the past three weeks, Jolanta?” It’s also useful to have something to refer to if you’re teaching a class where students represent a mix of nationalities and native languages. It will help you to quickly memorise this information at the start of the course.