

Headway

Academic Skills

Reading, Writing, and Study Skills

LEVEL 2 Student's Book

Sarah Philpot
Series Editors: Liz and John Soars

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Sarah Philpot
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OXFORD

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1 International student

READING SKILLS Following instructions • Reading methods

WRITING SKILLS Checking your writing • Writing an informal email

VOCABULARY DEVELOPMENT A dictionary entry • Recording vocabulary (I)

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?

a

University of
WEST LONDON

Apartment 25,
Lac de Lemans 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 ...

c

Apartment 25,
Lac de Lemans 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 ...

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 1989
Date of issue
06 JUNE 2010
Date of expiry
05 JUNE 2020