

LV-DAC Learner ___ AE Student ___ LV-DAC/AE ___ LACES: _____

Staff Member Conducting Intake: _____ Date of Intake: _____
(First and Last Name) (mm/dd/yyyy)

ESL Learner's Entrance Level "Able To": ___ Read & Speak SOME English ___ Speak SOME English but NOT ABLE to READ English ___ NOT Able to Speak or Read English ___ LITERATE in Their Native Language

Basic Literacy & HSE/GED Prep Learners: ___ Beginning Reader (0 – 3rd Grade ___ Developing Reader (4th – 5th Grade) ___ Intermediate Reader (6th – 8th Grade) ___ Advanced Reader (9th – 12th Grade)

To Be Completed by Staff



LITERACY SERVICES LEARNER INTAKE FORM

Information kept **CONFIDENTIAL** and used only for reporting purposes.

Do Not Leave Any Line Unfilled – Enter N/A where applicable

It is your responsibility to assure we always have your accurate and current contact information.

It is your responsibility to respond to phone calls/texts/emails – PLEASE BE RESPONSIVE.

Name: _____ Male ___ Female ___ DoB _____
(First, Middle Initial, Last) (Include Nickname) (mm/dd/yyyy)

Address: _____
(Street Number, Street Name, City, State, Zip Code)

Home Phone: (_____) _____ Cell Phone: (_____) _____

Email: _____

Ethnicity/Race: ___ Asian ___ African American ___ Chinese ___ Hispanic-Latino
___ Native American ___ Alaska Native ___ Native Hawaiian-Other Pacific Islander ___ White
___ Other _____

Sponsoring Agency: ___ Tresco ___ None ___ Other _____

Is English you first language? ___ YES ___ NO If "No", what is your first language? _____

How well do you **SPEAK English**? ___ Fluently ___ Very Well ___ Some ___ None

How well do you **READ English**? ___ Very Well ___ Some ___ None

How well do you **UNDERSTAND English**? Very Well Some None

What other languages do you speak? _____ **Country of Origin** _____

Last grade or degree completed / Level of education? Never Attended _____ Grade: _____

Degree: HS Diploma HSE Equivalent Associate Bachelor Masters Doctorate

Are you attending other educational programs? HSE ESL CITIZENSHIP NONE

OTHER _____

Are you interested in Citizenship classes and/or Tutoring? Yes No

In what areas are you requesting assistance: Reading Writing Speaking Math

Other: _____

Your Availability

This is important, as this helps find a Tutor who is also available when you are.

Mornings: M T W Th F Sa Su Time: From _____ To _____

Afternoons: M T W Th F Sa Su Time: From _____ To _____

Evenings: M T W Th F Sa Su Time: From _____ To _____

Barrier to Attending Classes / Tutoring Sessions? Work Childcare Transportation

Other _____

Employment Status: Employed Unemployed Not in Labor Force

Method of Instruction: One-on-One Small Group Literacy Class Computer-Assisted

Other: _____

Tutor Preference: (i.e. male, female, age, speaks your native language, etc.): _____

Tutoring Learning Center (LC):

Quintana LC Chaparral LC Gadsden LC Sunland Park LC

WFC on Nevada St. – (aka: Mesquite) Other: _____

GOALS:

- Citizenship Enroll at DACC Enroll at NMSU Obtaining HSE Numeracy
- Improve Conversational Skills Improve Reading Fluency Improve Writing Skills
- Increase Involvement in Children's Schooling
- Job Advancement Obtaining Employment Retain Employment Leave Public Assistance
- Vote or Register to Vote Other: _____

COMMENTS: _____

