



## ESL for LIFE with Teacher Mandy

### AGREEMENT & APPLICATION

Thank you for your interest and the opportunity to quote you for our Private Online ESL English classes.

#### Class Rates

- 20 Minute Pre-Beginner ESL class - **\$10 per class**
- 30 Minute ESL Class - **\$18.50** per class
- 45 Minute ESL class - **\$26.00** per class
- 60 Minute (1 hour) ESL class - **\$35.00** per class

#### Terms and Conditions

Classes are **one on one**. There is only one student per class in the online classroom.

Classes are scheduled in Zoom in Bangkok Time Zone (GMT+7)

Classes are to be paid in advance for a **minimum** of **four (4) classes** per student, per month.

Invoices for classes are forwarded via PayPal a few days before the beginning of the new month, with a direct link for the processing of payment.

On receipt of payment, the 1<sup>st</sup> class for the month is scheduled in Zoom and the Zoom Meeting Link is forwarded to the parent. Thereafter classes are scheduled weekly, in advance, for the remainder of the month and Zoom Meeting Links sent out weekly.

**A Lesson Preparation Pack**, which provides information on the upcoming class, is emailed to the parent, a few days prior to the class.

Prep packs give a detailed description of the lesson and the objectives of the lesson.

These packs also include (depending on the student's level), flashcards, colouring pages, worksheets, links to "YouTube" songs and video's which relate to the lesson.

Lesson Preparation Packs can be used for students to prepare in advance for their ESL online classes or to revise after their classes, or both.

Should a parent need to cancel a scheduled class, an email must be forwarded to Teacher Mandy a minimum of **24 hours** prior to the starting time of the scheduled class. If a notification to cancel a class is received 24 hours prior to a scheduled class, the cancelled class will be rescheduled at a later convenient time.

#### NO SHOWS

Please note that should a parent fail to cancel a scheduled class 24 hours prior to the starting time, and the student misses the class, this class is regarded as a **"No Show"**.

Please understand that **"No Show"** classes will not be rescheduled as insufficient time has been provided for this cancelled class to be filled by another student resulting in loss of income for the teacher.

Should any class be affected due to technical problems from the side of **ESL for LIFE**, these classes will also be rescheduled.



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**ESL for Life with Teacher Mandy** uses self-designed and customised lesson plans.

Lessons include (depending on the level of the student);

- Proper greetings
- Everyday English conversation which may relate to how we feel, the day of the week, the month of the year, the calendar date, the weather, what we are doing, what are plans are etc
- Introduction to the topic of the lesson
- New English vocabulary based on the topic of the lesson
- Definitions and meanings of the new words introduced and how to use them in English sentences and conversation
- In every class the teacher will focus on phonics and the correct pronunciation
- Correct sentence structure
- English grammar and the rules that apply when speaking and writing in English
- Correct spelling of English words
- Story and comprehension lessons to practice reading and test listening skills
- Show and tell to encourage the student to use English words and to talk in English
- Free Talk Time to encourage English conversation
- Topic based songs and video clips/movies
- Interactive games to review and practice the vocabulary and/or English grammar covered in the lesson
- Homework and revision based on student's needs

On receipt of the below application form, Teacher Mandy will contact the parent to arrange for a **FREE 20 MINUTE TRAIL CLASS**. In this class, Teacher Mandy will assess the student's English level. After the assessment, Teacher Mandy will advise on which level of the **ESL for LIFE** program, the student will be placed.

**Richard (ESL Technical Support)** is available during teaching hours when Teacher Mandy is busy teaching at the following email address; [eslmttech@gmail.com](mailto:eslmttech@gmail.com)

Go to our Facebook page to view screen shots of our lessons, short videos of our online classes and the lesson material we use to teach, <https://www.facebook.com/ESLTeacherMandy/>

Thank you once again for your interest in our program and our online ESL English classes.

We look forward to hearing from you.

Teacher Mandy  
**Founder ESL for LIFE**

Richard  
**Co-Founder & ESL Tech Support**

If you would like to apply for our online ESL English classes, **please complete the application form below** and return via email to [eslteachermandy@gmail.com](mailto:eslteachermandy@gmail.com) .

- ***Please be assured that all information provided to ESL for Life with Teacher Mandy will be treated in the strictest of confidence and will not be made available to any 3<sup>rd</sup> party.***



ESL for LIFE with Teacher Mandy

APPLICATION FORM

FULL NAME OF STUDENT: \_\_\_\_\_

PREFERRED NAME FOR CLASSES: \_\_\_\_\_

MALE

FEMALE

AGE: \_\_\_\_\_

D.O.B.: \_\_\_\_\_

HOME LANGUAGE: \_\_\_\_\_

COUNTRY AND TOWN OF RESIDENCE: \_\_\_\_\_

TIME ZONE: \_\_\_\_\_

**INDICATE LEVEL OF ENGLISH** (please tick the student's level of English)  
*(Not compulsory as student's level will be assessed)*

**Low Beginner Level**

Very limited understanding of English  
Know a few English words

**Beginner Level**

Can recite the English alphabet  
Knows limited words (colours, counting, greetings etc)  
Has a very basic understanding of English

**Intermediate Level**

Basic understanding of English  
Knows the English alphabet  
Limited English vocabulary  
Has had some English teaching

**High Intermediate Level**

Can speak English (but limited)  
Understands English  
Can read English (but limited)  
Learns English at school

**Advanced Level**

Understands English  
Can speak a little English  
Reads lower-level English books  
Basic knowledge of English grammar  
Learns English at school



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## APPLICATION FORM

EMAIL ADDRESS TO BE USED FOR ALL COMMUNICATIONS:  
*(Please check accuracy)*

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MOBILE PHONE NUMBER (NOT COMPULSORY)  
\*Helpful if not contactable on email when needed\*

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STUDENTS INTERESTS, LIKES OR HOBBIES:

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