**Student Services Writing Skills Intake Form**

Name:

Student Number:

Phone:

Email:

Date:

The following information is being collected for statistical purposes and to allow us to maintain and improve our programs. It may also be used for research purposes, but individual identities will not be disclosed. You may answer as many or as few questions as you wish. Filling out the form is not a condition to use Academic Skills services. If you have any questions about the collection or use of this data, contact the A-VP Student Services at 204-727-9635. The University collects the personal information on this form pursuant to the Brandon University Act. Once collected, the information you provide is protected under the Manitoba Freedom of Information and Privacy Protection Act (FIPPA).

Status (check any that apply):

|  |  |
| --- | --- |
| Regular Admission |  |
| Mature Admission |  |

|  |  |
| --- | --- |
| Full-Time (3 courses/term or more) |  |
| Part-Time (2 courses/term or fewer) |  |

|  |  |
| --- | --- |
| First Nations/Métis/Inuit/Non-Status |  |
| International |  |
| Transfer Student |  |
| Learning Disability |  |

Is English your second (or third, or more) language?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

Do you live on campus?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

Which dorm?

|  |  |
| --- | --- |
| McMaster Hall |  |
| Flora Cowan |  |
| Darrach Hall |  |

Faculty:

|  |  |
| --- | --- |
| Science |  |
| Arts |  |
| Education |  |
| Health Studies |  |
| Music |  |
| Other/None of the above |  |

|  |  |
| --- | --- |
| Major Subject |  |
| Minor Subject |  |
| Course you are asking for help with today |  |

Credit Hours Completed

|  |  |
| --- | --- |
| 0-29 |  |
| 30-59 |  |
| 60-89 |  |
| 90+ |  |
| Graduate Student |  |

How did you hear about Writing Skills services?

|  |  |
| --- | --- |
| Another student/friend |  |
| Advertised on wall or BU Now screen |  |
| Faculty/Instructor |  |
| Residence Assistant |  |
| Website |  |
| Referred by Student Services staff |  |
| Walked by and saw centre |  |
| Other |  |

What writing issues bring you in today? (check all that apply)

|  |  |
| --- | --- |
| Essay layout/structure |  |
| Sentence structure |  |
| MLA |  |
| APA |  |
| Chicago |  |
| When and how to cite sources |  |
| How to find good academic sources |  |
| Grammar |  |
| Punctuation |  |
| Other |  |

Have you attended a Writing Workshop at BU before?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

If yes, did you find the workshop helpful?

|  |  |
| --- | --- |
| Not helpful |  |
| Somewhat helpful |  |
| Very helpful |  |
| Not applicable |  |

On a scale of 1-10, with 1 being “completely lost” and 10 being “completely confident,” how would you rate your ability to complete university-level writing assignments?

|  |  |
| --- | --- |
| 1-10 |  |

Is there anything else you would like to tell me that may allow me to better assist you?

Signature: