

Email writing: Student Worksheet 2

Email 1

Subject: Request for information about summer courses

Dear Mr. Jones,

I'm a university student from Finland and I'm writing to get some information about your language courses this summer. I've got a few questions:

1. Do you do a course for university students which helps them with their essay writing skills?
2. How many hours a week are the courses?
3. What sort of accommodation do you offer?
4. What after-school activities are there?
5. Do you do any trips to other towns in the UK?

I'm hoping to come over in June, so if you can get back to me as soon as possible, it would be great. Thanks for your help.

Best regards,

Jaana Nikkinen

Email 2

Subject: Hello!

Hi Jack!!!

My name's Jaana and I'M FROM FINLAND!!! I bet you haven't had students from here B4 ;-) ;-) That's probably coz we're so amazing at languages that we don't need any xtra help? except me – I need all the help I can get!! Probably cos I just like watching films most of the time instead of studying. I really wanna be a film director and live in Hollywood so I have to watch as much as possible to get ideas for my movies. Actually, don't tell anyone, but I'm actually quite a good student? but if anyone found out, my reputation would be ruined, so shhhhhh!) BTW do u do courses for uni students? How many lessons/week? Is there any extra stuff after school, SO I CAN MEET SOME COOL PEOPLE? How about trips?

Give me all the info you can, man.

Jaana (although all my mates call me Jakki!!)