



## Volunteering in the English Language Program

If you are interested in volunteering in the English Language Program at Virginia Commonwealth University, please fill out this form. A background check may be requested from you.

Anyone can volunteer in our program: English Language Program students, teachers in training, and community members.

Characteristics of successful volunteers include:

- An interest in helping international students learn English
- Multicultural awareness
- Comfortable working with people from different ethnic, national, cultural, social-economic backgrounds

Volunteer opportunities include:

- Supporting student learning in class
- Helping in the English Language Program Tutoring Center
- Helping with the orientation
- Mentoring English Language Program students

## English Language Program Volunteer Registration Form

Date: \_\_\_\_\_

Last name(s): \_\_\_\_\_

First name: \_\_\_\_\_

### Section 1: Personal Information

Date of birth (mm/dd/yy): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_



**VCU**

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Telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Native language: \_\_\_\_\_

Other languages spoken: \_\_\_\_\_

Emergency contact: \_\_\_\_\_

**Section 2: Academic Information**

Highest level of education completed: \_\_\_\_\_

Major: \_\_\_\_\_

What days and times are you available? \_\_\_\_\_

References: Provide the names of two individuals who have knowledge of your character and abilities to work in a school environment.

References Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Relationship: \_\_\_\_\_

References Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Relationship: \_\_\_\_\_

**Section 3: Volunteer Statement**

Why do you want to volunteer in this capacity? Please list any areas of interest or skills on which you wish to focus your volunteering.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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How did you hear about the English Language Program?

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Please sign below when you have read and acknowledge the following statements:

I certify that the statements made in this Volunteer Form are true, correct, and given voluntarily. In addition, I understand that this information may be disclosed to any party with legal and proper interest. I understand that I will not be paid for my services as a volunteer. I will also not abuse any information, materials, or hardware I may use or obtain while volunteering.

Name \_\_\_\_\_ Signature \_\_\_\_\_

**Please return this form to:**

**VCU English Language Program**  
**912 West Grace Street, 3<sup>rd</sup> floor**  
**BOX 843043**  
**Richmond, Virginia 23284-3043**  
**Email: [geo-elp@vcu.edu](mailto:geo-elp@vcu.edu)**

**English Language Program Office Use Only:**

Approved for service: \_\_\_\_\_ Dates: \_\_\_\_\_