

1 Grant application

Do you want to improve your English?

Cultural Exchange is offering 25 students the chance to study in Britain for one month this summer absolutely free. Grants will cover fees, accommodation with a family, and travel costs. Applicants must be 16 or over and have a reasonable command of English.

Apply in writing to:
The Director
Cultural Exchange Programme
16, George Street
Glasgow G45 5DJ

A Read the advertisement and the letter of application. The writer has sometimes used inappropriate words and language which is too informal. Suggest improvements to the parts underlined.

B What other kinds of information could the writer include to improve his chances of getting a grant?

Dear Director,

I saw your ad. in the paper the other day and I want to ask for a grant to study in Britain for one month this summer.

I'm 16 and have been studying English for ages, well 5 years. I'm taking the First Cert. in June and, if I get it, I want to study for a higher exam next year. I've never had the chance to go abroad before and it'd be absolutely fantastic to be able to improve my English and learn about the British way of life at the same time.

I hope you will give me a grant.
Write back soon.

Yours sincerely,
Federico Accinni

KEY E Grant application

Sir
advertisement in The Times yesterday
I would like to apply
I am
for 5 years
I am
First Certificate Exam
pass
I would like to
I have never
opportunity
it would be great
award me a grant
I look forward to hearing from you.
Yours faithfully