



American International Management Academy,

Student Needs Analysis Form

Section 1: Basic Information

- **Full Name:** _____
- **Email Address:** _____
- Mobile No, _____ Residence/Office Tel No. _____ Ext. _____
- Qualification: 10th(K10), Above +2(K12), Diploma, PGD, Bachelor/Master
- **Which course or program are you applying for?** _____

Administrative (Soft Services)/ Management & Leadership Training/

Professional Certificate/Diploma/PGD/Bachelor/Master

Section 2: Goals & Motivations

1. What is your primary reason for taking this course? (Select one)

- To start a new career path
- To advance in my current career/get a promotion
- To build a personal business or freelance career
- Personal enrichment or a new hobby
- Other: _____

2. What specific skills or knowledge do you hope to gain by the end of this program?

3. What is the biggest challenge or frustration you currently face in this subject area?

Section 3: Experience & Background

4. How would you rate your current experience level in this field?

- **Beginner:** I have little to no prior experience.
- **Intermediate:** I have basic knowledge and want to deepen my skills.
- **Advanced:** I have significant experience and need high-level or specialized training.

5. Have you taken any related courses or training in the past?

- Yes (Please specify briefly: _____)
 - No
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Section 4: Learning Preferences & Commitment

6. How do you prefer to attend classes?

- 100% Online
- Offline / In-person (Face-to-face)
- Hybrid (A mix of online and in-person)

7. What is your preferred schedule for classes? (Select all that apply)

- Weekday mornings
- Weekday afternoons
- Weekday evenings
- Weekends

8. What learning style works best for you? (Select all that apply)

- Hands-on projects and practical assignments
- Watching video tutorials and demonstrations
- Reading and independent research
- Live group discussions and Q&A sessions

9. How many hours per week can you realistically dedicate to this course (including classes and homework)?

- 1–3 hours
- 4–7 hours
- 8+ hours

10. Is there anything else you want our instructors to know to help you succeed in this program?
