



## APPLICATION FOR ADMISSION

Note: This form is NOT for Vacation/Summer Course applicants, who should ask for our SEPARATE application form.

Please write clearly in block capital letters, and keep a copy for your records. When completed, please send to us together with:

- the application fee of £100 (or £50 for courses lasting less than 8 weeks)
- four passport-style photographs of the applicant (or a scanned version)
- copies of examination certificates and school transcripts / reports / results / extra-curricular profile (or most recent documents if the applicant has left school)
- any supplementary letters or statements you may wish to submit
- a copy of your passport data page and any previously issued UK study visas

### SECTION 1: DETAILS OF THE APPLICANT (To be completed by all applicants)

Family Name: \_\_\_\_\_ Other Names: \_\_\_\_\_

Date of Birth (Day/Month/Year) \_\_\_\_/\_\_\_\_/\_\_\_\_ Present Age: \_\_\_\_\_ Male  Female  Nationality: \_\_\_\_\_

Religion: \_\_\_\_\_ Passport No. (for overseas applicants): \_\_\_\_\_ Place of issue: \_\_\_\_\_

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

Tel: \_\_\_\_\_ Skype ID: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address for correspondence, reports and fees payment (if different): \_\_\_\_\_

Tel: \_\_\_\_\_ Skype ID: \_\_\_\_\_ E-mail: \_\_\_\_\_

Who will be responsible for paying fees? Please state relationship to student: \_\_\_\_\_

Where did you hear about Abbey College from? \_\_\_\_\_

Have you ever been refused a visa for, or been denied entry to, the UK? Yes  No

Have you ever been refused a visa for, or been denied entry to, any other country? Yes  No

If you have answered Yes to either question, please attach full details, and include a copy of any refusal notices.

### SECTION 2: DETAILS OF UK GUARDIAN (To be completed by all Academic and long-term students under the age of 18 only)

For students under 18 years old who are not normally resident in the UK the College recommends there be a guardian resident in this country. If you do not have such person available please advise us separately.

Name of Parent or Guardian: \_\_\_\_\_

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

Telephone (Home): \_\_\_\_\_ Skype ID: \_\_\_\_\_ E-mail (Home): \_\_\_\_\_

Telephone (Work): \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail (Work): \_\_\_\_\_

### SECTION 3: PROPOSED COURSE AND DATES (To be completed by all applicants). Please see the Fees List sheet for Course Dates.

Which course would you like to study? 1) GCSE/IGCSE  2) 'A'/'AS' Level  3) Foundation Course  4) English Language

Academic students - please state which subject/subjects you would like to study. Please refer to the main brochure for a list of subjects and other details. For GCSEs choose at least five subjects, for A Levels choose 3 or 4 subjects, and for Foundation Courses choose one subject area:

NB: For subjects listed as 'Other Supplementary Subjects' availability is subject to demand. No guarantee is given that such subjects will be offered.

Dates - From: (Day/Month/Year) \_\_\_\_/\_\_\_\_/\_\_\_\_ To: \_\_\_\_/\_\_\_\_/\_\_\_\_ Duration of stay: \_\_\_\_\_ weeks/terms/years (delete as applicable)

Please note that for Academic and Foundation students the minimum length of stay is 1 term. 1 term = 10-13 weeks, 1 year = 34-35 weeks

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**SECTION 4: ENGLISH LANGUAGE ABILITY** (To be completed by all students)

What is your present knowledge of English?

1. None
- 
2. Very little
- 
3. Elementary
- 
4. Intermediate
- 
5. Good
- 
6. Very Good
- 

Please give details of any English language examinations you have taken with results (e.g. TOEFL, IELTS). \_\_\_\_\_

If you are due to sit for an English language exam soon, please give details of the exam, date and when you will have the results: \_\_\_\_\_

IF APPLYING FOR AN ENGLISH LANGUAGE ONLY COURSE, PLEASE NOW GO STRAIGHT TO SECTION 7

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**SECTION 5: DETAILS OF ACADEMIC RECORD AND QUALIFICATIONS** (To be completed by all Academic students only)

Name of present School or College (or most recent if you have left school/college): \_\_\_\_\_

Name of Head or Principal: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_ Tel/Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

EXAMINATIONS ALREADY TAKEN AND TO BE TAKEN - Please use separate sheet to give exam results and enclose copies of certificates obtained.

Include any important Predicted/Forecast results, as well as significant extra-curricular awards.

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**SECTION 6: UNIVERSITY/CAREER AIMS** (To be completed by all Academic students only)

If you know, please tell us your aim for taking an Academic course at Abbey College. If it is to go to university, please state what you would like to study. If it is to obtain a certain job, please state which one: \_\_\_\_\_

**SECTION 7: INSURANCE**

All students on these courses are required to have adequate insurance cover.

The College is not responsible for **ANY** loss or damage, however caused. Unless a copy of the insurance arranged is received by the College 4 weeks prior to the start of the course, insurance will be arranged by the College and charged to the student's expense account at a cost of £120 for one academic year (see website for details of the policy.) Students not living on campus must arrange their own insurance.

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**SECTION 8: PREFERRED ACCOMMODATION** (To be completed by all applicants)

- A. Single room, shared bathroom
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- B. Twin room, shared bathroom
- 
- C. Single room, private bathroom (limited numbers)
- 
- 
- D. Twin room, private bathroom
- 
- E. Host Family
- 

\*Extra Charges - For some options students may need to pay an additional charge. Please check the fees list for prices.

Rooms are subject to availability. Single rooms are normally given to A level and Foundation students, or those over 18 years old.

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**SECTION 9: FEES PAYMENT DETAILS**

Please state by what date – and by which method of payment – the full fees will be paid by: \_\_\_\_\_

**All Academic Students:**How do you wish to pay your fees: Yearly  In two Instalments  In three Instalments  (there is a reduction if paid yearly)

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**SECTION 10: DECLARATION BY PARENT/GUARDIAN OR SPONSOR** (To be completed by all applicants)

I apply to enrol the student named in Section 1 of this form and agree that he/she will obey the rules and regulations governing the conduct of students at Abbey College. I undertake to pay all fees and charges on or before the date on which they become due and hereby give permission for the student to participate in the full range of sports and social activities offered at Abbey College. I agree for the College Nurse/Matron to administer any injections and medicines he/she may consider necessary or desirable and to authorise any emergency medical treatment. I understand that all medication must be deposited with the Nurse/Matron on arrival. Students and parents agree that a student's image, details, written comments and achievements can be used for promotional purposes without written consent or notification. I have read and fully understood the latest terms and conditions of the college in the Student Guide and brochure, or as amended on the college website, and in particular all rules governing withdrawal and cancellation.

NAME IN FULL OF PERSON SIGNING: \_\_\_\_\_ (Parent/Guardian)

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDITIONAL SIGNATURE BY STUDENT: \_\_\_\_\_ DATE: \_\_\_\_\_