



# Course Application Form

2011



## PERSONAL INFORMATION

Family Name: \_\_\_\_\_

Other Names: \_\_\_\_\_

Mr  Mrs  Ms  Miss

Date of Birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_

Fax No: \_\_\_\_\_

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

Passport No: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Country of Permanent Residence: \_\_\_\_\_

Address for Correspondence (if Different): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_

Fax No: \_\_\_\_\_

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

## PARENT/GUARDIAN

Name: \_\_\_\_\_ Profession: \_\_\_\_\_

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

\_\_\_\_\_

Tel No: \_\_\_\_\_ Fax No: \_\_\_\_\_

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

## FINANCIAL SUPPORT

 How do you intend to finance your studies; who will be responsible for your course fees and living expenses?

\_\_\_\_\_

\_\_\_\_\_

## COURSE APPLIED FOR

 Course location: London

6-month University Foundation Programme start date 17.01.2011

9-month University Foundation Programme start date 19.09.2011

## FOUNDATION COURSE OPTION

Engineering Option

Business Option

Law Option

## ENGLISH LANGUAGE LEVEL

 Please enter, as and if appropriate, a score or grade against the following.

TOEFL  IELTS  Other

## PREVIOUS EDUCATION

 Secondary school and above.

Dates	School/College	Main exams and grades

## EDUCATION AND CAREER PLANS

 What are your plans after studying at International House? if applicable, which university degree course do you hope to progress to?

\_\_\_\_\_

## ENQUIRY SOURCE

 Please tell us how you found out about International House?

Our website  Internet Search Engine  Agent  British Council  Friend  Other (please specify)

## MEDICAL HISTORY

 Are there any special medical circumstances that we should be aware of?

Yes  No If yes please state

## UNDERTAKING

 By the parent, legal guardian or sponsor. I undertake to pay all tuition fees and accommodation fees incurred by the student as they become due. I also undertake to give the required notice of cancellation or payment of fees in lieu of notice. I understand that fees may be varied at any time.

Full name: \_\_\_\_\_

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



# Student Visas for studying in the UK

2011

## British Immigration Regulations

If you are a non-EU applicant, you must have a Student Visa in order to study at the school. It is your responsibility to obtain this visa and IH London is not responsible if students obtain the wrong visa. We will provide you with a confirmation letter and a CAS number. Should you arrive without a Student Visa, you will not be allowed to attend classes. For advice on visa regulations as they apply to you please contact the British Embassy in your country. You can also find advice about visas for studying in the UK on the UK Border Agency website:

[www.ukba.homeoffice.gov.uk/studyingintheuk/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/)

I require a Student Visa to study in the UK Yes  No

Please complete the following if you DO need a Visa:

Passport number:

Passport expiry date

Day	Month	Year
/	/	

Passport country of issue:

### General Student Visa (GSV)

As a prospective University Foundation student, we suggest that you apply for a General Student Visa as it can be renewed and extended from within the UK. However, there is a minimum English language level requirement for this visa, which you will be asked to prove before we can issue you with a CAS statement. (Please check the UKBA website for further guidance). Please note that all University Foundation courses consist of 21 hours of study per week, which meets the requirements for this kind of visa.

Please note: GSV applicants must provide International House London with a scanned copy of their passport, and a scan or fax showing documentary evidence of their English language level, for example, a High School Leaving Certificate, IELTS test score, Cambridge Certificate, or TOEFL score. An Entry Clearance Officer at the British Embassy will need to see the original copy and check it is consistent with the level of the course booked.

## Accommodation Application Form

I would like accommodation from 

Day	Month	Year
/	/	

 to 

Day	Month	Year
/	/	

  
Sunday Sunday

### Accommodation price per week (Sunday - Sunday)

#### SUPERIOR - HOMESTAY

- Single room with breakfast £180
- Single room with breakfast and 7 evening meals £230
- Single room with breakfast and 4 evening meals £210

#### \*STANDARD - HOMESTAY

- Single room with breakfast £135
- Single room with breakfast and 7 evening meals £185
- Single room with breakfast and 4 evening meals £165

#### EXECUTIVE - HOMESTAY WITH PRIVATE BATHROOM

- Single room with breakfast £215
- Single room with breakfast and 7 evening meals £265
- Single room with breakfast and 4 evening meals £245

#### HOUSE SHARE

- Single Room £140
- \*Twin Room £120

#### LONDON LODGE GUEST HOUSE WITH PRIVATE BATHROOM

- Single room with breakfast and 7 evening meals £265
- Single room with breakfast and 4 evening meals £245

#### HALL OF RESIDENCE: Nido Kings Cross

- 4 - 11 weeks £320
  - 12 - 23 weeks £310
  - 24 or more weeks £300
- Minimum booking period: FOUR WEEKS price per week

*\*If two students come together a twin room can be booked.*

### Personal other information

- Do you smoke? Yes  No
- Are you happy to smoke only outside the home? Yes  No
- Are you allergic to dogs/cats? Yes  No

Do you have any special dietary requirements? Give details.

Do you suffer from any allergies? Give details.



Note: Average travelling time to school is 35-45 minutes from all accommodation options. Homestay accommodation fees vary depending on category, location and level of comfort.

### Accommodation Terms and Conditions

- **Accommodation is booked and charged from Sunday to Sunday for the duration of your course.**
- If you wish to extend your accommodation after arrival please contact the Accommodation Office.
- If two students come together a shared room can be booked, otherwise shared room accommodation will be booked in the shared room option.
- The minimum length for an accommodation booking is 2 weeks and one month for Nido (2 weeks in July and August).
- The rooms in Nido are en-suite with a kitchenette inside the room (located in Kings Cross). The rooms in Liberty House are en-suite and students share a kitchen (located in Clerkenwell).

### Smoking in Homestays

Many British hosts object to smoking in their house particularly if they have children. It is therefore becoming increasingly difficult to place students who smoke in Homestays. If you are happy to smoke outside your host's home please indicate this on your Enrolment Form.

### Pets

Many British Homestays have pets such as a cat or a dog. It may be difficult for our Accommodation Officers to find a Homestay without pets so please complete this section of the Enrolment Form ONLY if you have a strong dislike or allergy to animals (either cats or dogs).

### Special requests

We will do our very best to deal with your special requests but are not able to guarantee this. It takes more time to deal with special requests so please send your booking as early as possible to avoid disappointment.

### Arrival Information

Homestay accommodation: you must telephone, fax or write to your host with your arrival time. If you do not do this then your Host may not be at home to welcome you

### Changes and cancellations

**General Accommodation:** One week's notice is required in order to cancel accommodation. Where less than one week's notice is given there will be a charge equivalent to one week of the accommodation. The remainder will be refunded.

**Residential Accommodation:** The cancellation policy for this type of accommodation differs depending on the residence selected. You will be informed of the applicable cancellation policy when your residential option is confirmed.

### Other

International House is only able to arrange accommodation for students studying at our school

We can arrange for you to be met at the airport and taken by car to your accommodation. Please note we require at least 5 days' notice to arrange airport transfers. Return transfers can be arranged once you are at the school.

### Your transfer cannot be processed unless we have your flight information in full

Do you want us to arrange an airport transfer? Yes  No

### Flight Arrival Information:

Date of arrival: Day / Month / Year

Flight No. (eg RG756)

Arriving from

From

<input type="checkbox"/> Gatwick	£85 one way
<input type="checkbox"/> Stansted	£85 one way
<input type="checkbox"/> Luton	£85 one way
<input type="checkbox"/> Heathrow	£70 one way
<input type="checkbox"/> City	£70 one way

Local arrival time in London

Which Airport? (eg Heathrow)

Please note that we need your flight number. Meeting point for all airports is the Airport Information Desk. Full details with contact numbers will be sent with your confirmation.

### Medical, Travel and Course Insurance

Comprehensive travel, repatriation, medical and course insurance are an essential part of international study travel.

### SCHOOL FEES ARE NOT REFUNDABLE OR TRANSFERABLE.

We therefore strongly recommend that you take out comprehensive insurance which covers reimbursement of fees.

If you wish to organise medical, travel and course insurance, International House London has negotiated favourable premiums for its students with C3 - Allianz Insurance plc, the details of which can be found on the International House London website [www.ihlondon.com](http://www.ihlondon.com) They offer insurance cover tailor-made to the needs and requirements of English language students.

### Premiums

Period	Single premium	Period	Single premium
8 days	£18.00	4 months	£63.00
16 days	£21.00	5 months	£76.00
22 days	£26.00	6 months	£86.00
31 days	£28.00	7 months	£98.00
6 weeks	£33.00	8 months	£111.00
2 months	£38.00	9 months to	
3 months	£53.00	12 months	£126.00

### Cancellation Terms and Conditions

#### All course fees are payable in advance

- Lessons cannot be cancelled, postponed or curtailed and all fees are due as per the original agreement for both tuition and accommodation
- No refund of course fees will be made



The most up-to-date terms and conditions can be viewed on our website: <https://www.ihlondon.com/terms-and-conditions.html>

## TERMS AND CONDITIONS

### INTERNATIONAL HOUSE

The conditions below set out the terms and conditions between you, the student and International House.

### British Immigration Regulations

International House London will provide the documentation required for students to apply for study visas where applicable. Documentation in support of study visa applications will only be provided upon receipt of the £1,000 course deposit. Please note that all non-EEA students must study for a minimum of three hours per day (15 hours per week) to comply with British immigration regulations.

The School has a legal obligation to collate and maintain application information, as well as passport and visa data, and inform the immigration Authorities of those students whose attendance falls below the standard required by their visa.

### Deposit

If an offer is made you will receive an "Offer Letter". If you wish to accept it, return the application form together with a deposit of £1,000. This will only be refunded if you fail to obtain a visa to enter the United Kingdom. In this event an administration fee of £200 will be retained.

### Cancellation Terms and Conditions

#### All course fees are payable in advance

- Lessons cannot be cancelled, postponed or curtailed and all fees are due as per the original agreement for both tuition and accommodation.
- No refund of course fees will be made.

### Accommodation Deposit

An accommodation deposit of £200 is required before we will arrange accommodation.

### Attendance and students' holidays

Students are expected to attend lessons regularly and on time. Students forfeit tuition if they are late, absent, or leave before the course ends.

### Public Holidays

Public and school holidays in 2011 are:  
3 January, 22 April, 25 April, 2 May, 30 May, 29 August, 26 December and 27 December.

### Payment

The balance of the course fees is payable in advance prior to the first week of the course. You may pay by:

#### • Bank Transfer in £ sterling

Note: International Bank Transfers and Bankers Drafts payments: All charges incurred in transferring money to the school must be paid by the student. Please check with your bank.

- **Credit Cards:** We accept payment by Mastercard, American Express, Visa and JCB card.

#### • Cheques should be made payable to **International House**

Please write the student's name and invoice number on the back of the cheque.

### The Cost of your Programme Course Fees

6-month Foundation Programme in Business or Engineering, Jan 2011	£8,900
9-month Foundation Programme in Business or Engineering, Sept 2011	£9,250
9-month Foundation Programme in Law, Sept 2011	£11,800

Accommodation £

Airport Transfer £

Yes, I would like you to arrange insurance cover

No, I will arrange my own insurance cover

Insurance Premium £

**TOTAL COST** £

Signature: \_\_\_\_\_

Date  /  /  (See terms and conditions)

### International House London bank details

Allied Irish Bank  
10 Berkeley Square  
London W1J 6AA

Sort code: 23-83-97

A/c no.: 01572087

A/c Name: International House Trust Ltd.

Swift code: AIBKGB2L

Iban Number: GB78AIBK23839701572087

If paying by Credit Card please complete the details below:

Card No:

Expiry date:

Name of Cardholder: \_\_\_\_\_

Signature: \_\_\_\_\_

