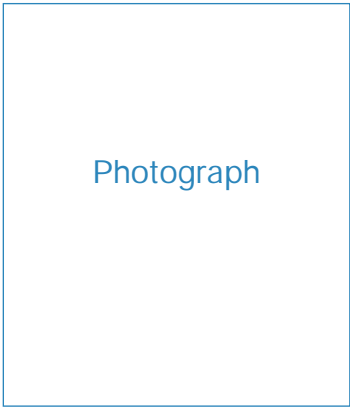




Boston College of London,
 15 Leeland Road, West Ealing
 London W13 9HH
 enquiries@bcluk.co.uk
 URL www.bcluk.co.uk
 Fax: +44 (0) 20 8810 0848
 Tel: +44 (0) 20 8810 1888



(Please complete in capitals using black ink)

Registration No:

PERSONAL DETAILS

Title:	Mr <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Other <input type="checkbox"/>	<input type="text"/>
Forename:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Family Name:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of Birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Country of Birth: <input type="text"/>
Marital Status:	Single <input type="checkbox"/>	Married <input type="checkbox"/>	Divorced <input type="checkbox"/>	Other <input type="checkbox"/>	<input type="text"/>
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Country of Permanent Residence <input type="text"/>		
Nationality:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(For overseas students who are already in the UK)

Passport No:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of Arrival in the UK:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Visa Expiry Date:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

CORRESPONDENCE ADDRESS (Overseas address only)

Line 1:	<input type="text"/>
Line 2:	<input type="text"/>
Line 3:	<input type="text"/>
Line 4:	<input type="text"/>
Country:	<input type="text"/>

CORRESPONDENCE ADDRESS (UK address only)

Line 1:	<input type="text"/>
Line 2:	<input type="text"/>
Line 3:	<input type="text"/>
Line 4:	<input type="text"/>
UK Postcode	<input type="text"/>

CONTACT DETAILS

Mobile No:	<input type="text"/>	Next of Kin	<input type="text"/>
Daytime No:	<input type="text"/>	Address:	<input type="text"/>
Evening No:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fax No:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email:	<input type="text"/>	Email:	<input type="text"/>

*Overseas applicants can enrol in full time course programmes only

PROGRAMME APPLIED FOR

Title of Course:	
------------------	--

Do you wish to study the programme full or part-time?:	Full-time <input type="checkbox"/>	Part-time <input type="checkbox"/>
--	------------------------------------	------------------------------------

In which academic year/term do you wish to start: (eg 2005/September)?	
---	--

FEE ASSESSMENT

Who is expected to pay your fees?	
-----------------------------------	--

Sponsor's Details (if applicable)

EDUCATIONAL QUALIFICATIONS

COUNTRY	EXAM BOARD	AWARD	SUBJECT	GRADES	DATE

ADDITIONAL INFORMATION

Please use this space to inform us about any other qualifications

--

WORK EXPERIENCE

JOB TITLE	COMPANY/ORGANISATION	FT/PT	FROM	TO

* Overseas applicants can enrol in full-time programmes only

REFEREES

Please give the names and addresses of 2 referees. We require one which is your academic referee and one which is your present or recent employer.

1.	2.
----	----

ADDITIONAL INFORMATION

Please use this space to provide any other information you would like us to know about you

HOW DID YOU HEAR ABOUT US?

Advert Friends/Family Internet Search Other

Overseas Agent (if applicable please provide details)

TERMS AND CONDITIONS OF ADMISSION

Students who have been accepted by Boston College of London, will be bound by all the terms and conditions listed below:

- It is the student's responsibility to register with the relevant professional body, where applicable, or enter for any examinations held externally.
- If a student is required by the Home Office to leave the UK because of non or poor attendance, or because of any breach of law, tuition fees paid will not be refundable.
- Students are expected to be in the class within 5 minutes to the starting time. Teachers reserve the right not to allow students in to the class who arrive late.
- Unless otherwise stated, fees for courses quoted are for tuition only. Registration fees with professional bodies and / or examining boards, examinations fees, books, manuals, writing materials, etc, are not included.
- If the application form is signed on behalf of the student by his/her sponsor/guardian/representative, these conditions will still apply.
- Students accepted on a programme of study, prior to interview, may be required to undergo an English test on arrival.
- Enrolling for a course at the College constitutes a binding agreement on the student to follow the course and pay the full tuition fees.
- All declarations made in applications for admission are accepted in good faith. Any false declarations about qualifications or age, or failure to produce documentary evidence of entry qualifications or age, or failure to produce documentary evidence of entry qualifications, may render a student liable to expulsion from the course to which he/she has been admitted. In such cases a student will not be entitled to a refund.
- The College reserves the right to cancel courses, amalgamate classes, or change the number of lectures in a week or discontinue a course if the need arises.
- Students who change address must notify the college immediately.
- Important notices to students are displayed on the college's main Notice Board and it is the student's responsibility to ensure that such notices are read.
- A place will not be guaranteed for students who have not paid the appropriate fees by the due date.
- Tuition fees are payable in full before a student starts studies.
- The registration fee is not refundable, except when an application for admission has not been accepted or if the course for which a student has enrolled will not run.

Tuition fees or deposits paid are not refundable. However, if a student has been refused a visa or entry to Britain, the total fees paid will be refunded, apart from the registration fee paid provided all the following conditions are met:

1. The student has not entered the UK
 2. The student has informed the College in writing about his/her inability to start the course, at least two weeks prior to the commencement date of the course.
 3. The College is given sight of the original letter issued by the British High Commission or Embassy, confirming the refusal of visa
 4. The Certificate of Enrolment and the receipt for the fees paid are returned to the college in their original form
 5. The student has not appealed against the refusal of visa. If an appeal has been lodged, the fees will be refunded only upon receiving documentary evidence that the appeal has been dismissed.
- Letters for extensions of visa will be issued only to students who have maintained a minimum of 80% regular attendance of not less than 15 hours per week daytime, from Monday to Friday, in accordance with the Home Office regulations.
 - Students are required to attend classes regularly and punctually and the College reserves the right to report to sponsors and/or other interested parties or authorities students who do not observe this rule. Where a student has been absent for reasons of health, a doctor's certificate must be provided, to cover the entire time away.
 - Students unable to join their course by the scheduled date must inform the College in writing at least two weeks prior to the starting date of their course. Any period of absence will be recorded.
 - Applications for deferment of the starting date, which are not received within the specified time, will only be accepted at the discretion of the College, and will be subject to a transfer fee.
 - Students who are late in starting their course will not be entitled to any refund of, or reduction in, tuition fees. This also applies where students have been absent from classes for a period of time, or where they may not have been attending at the subjects for which they have been enrolled.
 - The course fee does not include the cost of textbooks, notes, or past examination papers and answers. These resources can be bought at an attendance price from the examination authorities or educational bookshops.
 - The College will not be held liable for any property or money lost on the College premises. Students using the Colleges's address to receive mail do so at their own risk. The College accepts no responsibility for any loss of mail belonging to students.

DECLARATION

- I certify that the statements made by me on this form are correct.
- I confirm that, if admitted to the college, I will conform to college regulations as published in the college's general information booklet
- I understand that if admitted to the college and if my fund should at any time during my course prove to be inadequate the college will not be able to provide financial assistance either by grant or by remission of fee.
- I authorise the college to permit any thesis, dissertations, essay or project report arising from my work at the college to be consulted, borrowed or copies in accordance with college.
- I confirm that I have no disclosed obligations or commitments to any current or former sponsors or employers.
- I confirm not to change my college after I obtain my visa extension through this college.

Signature of Applicant:

Date:

OFFICE USE ONLY

Course Code		Registration No	
Course Level		Reg. Fee	£100
Start Date		Initial Payment	£
End Date		Deposit	£
		Balance	£
Documents Enclosed:			
Documents Verified:	Approved:		