

Please attach a
 passport sized
 photograph
 here

Online: Please complete by filling in the grey boxes and by double clicking the boxes to be 'Checked'

Hard Copy: Print out, complete and post

Personal Details				Emergency Contact Details	
Family Name				Full Name	
First Names				Relationship to you	
Address in your country				Address	
Telephone				Telephone	
Email				Email	
Nationality		First Language		Does your emergency contact speak English?	
Date of Birth		Age		If no, we do advise that the emergency contact can speak English. If you would like to add an English-speaking emergency contact, please give details here:	
Sex		Occupation			
How did you hear about Scarborough International School? A Friend <input type="checkbox"/> Our Website <input type="checkbox"/> English UK <input type="checkbox"/> British Council <input type="checkbox"/> Agent (name) <input type="checkbox"/> Other Website <input type="checkbox"/>					

Visa Requirements			
Do you require a visa to gain entry to the UK?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, which visa are you are applying for?		Standard Visitor Visa <input type="checkbox"/> <small>(For students 18yrs +) (Up to 11 months)</small>	Short term study <input type="checkbox"/> <small>(For students under 18yrs) (6 months or less)</small>
Passport Number		Please bring your passport to school on the first day of your course	

Course					
Course Name	Course Code	Number of Weeks	Start Date	Finish Date	Preferred time (One-to-One Only)

Test your level of English at www.english-language.uk.com Test Result

Do you assess yourself as: Elementary Pre-Intermediate Intermediate Upper Intermediate Advanced
 (NB Students who do not take the online test will be tested on the first morning of the course and may miss lessons on that day)

Accommodation			
Accommodation Name (Homestay or Private)	Number of Weeks	Arrival Date	Departure Date

I would like to book extra nights for the following dates:

We endeavour to place students of the same first language into different homestays, unless otherwise requested.
 However, please note that during the busy summer weeks this is subject to availability.

Accommodation Requirements (Subject to availability)	Smoking <input type="checkbox"/>	Non-smoking <input type="checkbox"/>
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Do you have any allergies?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes please give details:
Do you have any medical conditions?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes please give details:
Do you have any dietary requirements?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes please give details:

For Office Use Only				
Deposit and Registration Fee <input type="checkbox"/>	Details:	Cert of Reg <input type="checkbox"/>	Name of HF	Calendar <input type="checkbox"/>
Invoice <input type="checkbox"/>	Invoice No:	HF Profile <input type="checkbox"/>	Placement letter <input type="checkbox"/>	

Scarborough International School of English
Individual Student Booking Form

Database <input type="checkbox"/>	Student No:	U 18 Dec <input type="checkbox"/>	Admin <input type="checkbox"/>
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Travel Details

How will you be travelling to the school?		Arrival Date	
Car <input type="checkbox"/>	Expected time of arrival in Scarborough		
Train <input type="checkbox"/>	Expected time of arrival in Scarborough		
Plane <input type="checkbox"/>	UK Airport	Flight Number	Arrival (UK Time)
How will you be departing from the school?		Departure Date	
Car <input type="checkbox"/>	Expected time of departure from Scarborough		
Train <input type="checkbox"/>	Expected time of departure from Scarborough		
Plane <input type="checkbox"/>	UK Airport	Flight Number	Departure (UK Time)
Do you want the school to arrange an airport transfer for you? Yes <input type="checkbox"/> No <input type="checkbox"/>		Arrival Only <input type="checkbox"/>	Arrival & Departure <input type="checkbox"/>
<small>(Contact info@english-language.uk.com for a quote)</small>		Departure Only <input type="checkbox"/>	

Payment

Item	Course Name	Course Code	Amount
Tuition			
Accommodation			
Transfers			
Extra Nights			
Non-refundable Registration Fee		Due at time of booking	£50
Total Due			
Non-refundable Deposit		Due at time of booking	£100
Total Due before course start date	Total Due – Deposit & Registration Fee		

How to Pay

Direct Deposit	HSBC Bank PLC, 33 St Nicholas Street, Scarborough, North Yorkshire, YO11 2HN Swift Code: HBUKGB4B IBAN Number: GB68HBUK40402241518380 Sort Code: 40-40-22 Account Number: 41518380
Cheque	Please post a cheque made payable to Scarborough International School to Cheswold Hall, 37 Stepney Road, Scarborough, North Yorkshire, YO12 5BN
Credit/Debit Card	Please use our online secure payment system at www.english-language.uk.com and click on 'Make a Payment'

Medical Provision For students 18yrs and above (For students under 18yrs parents/guardians are required to sign a separate declaration)

I accept that the Heads of Department may authorise immediate medical treatment if, on medical advice they deem it in my best interest. I further accept that this absolves the Heads of Department and our staff of all responsibility for any adverse effect of such treatment.

Signature: _____ Date: _____

Please note that medical treatment may need to be paid for, therefore we would advise health insurance to cover this cost before arrival.

Signature

I have read and understood the terms and conditions (see page 3) and confirm that the above details are correct <input type="checkbox"/>	Date: _____
Signed: Signature of parent/guardian (If student is under 18yrs): _____	

Scarborough International School of English Individual Student Booking Form

Terms and Conditions

1. Booking & Payment – Individual Bookings (if applicable)

If you wish to confirm a course at Scarborough International School of English, please complete and return your application form along with the registration fee of £50 and a deposit of £100. The registration fee and deposit are per person per course. The registration fee is non-refundable and non-transferable. All remaining fees plus bank charges must be cleared in the school's account before your arrival in the UK, and Scarborough International School of English is under no obligation to provide a course or accommodation if this requirement is not met.

2. Booking & Payment – Group Bookings (if applicable)

If you wish to book one of our Special Group Package courses, please send a group booking form with the registration fee of £50 per student and a deposit of £100 per student. All remaining fees plus bank charges must be cleared in the school's account 4 weeks before your arrival in the UK. We are under no obligation to provide a course or accommodation if this requirement is not met.

3. Visas (non EU/EEA nationals)

If you require a visa to study in the UK, please contact the nearest British Embassy or Consulate to enquire about and arrange a visa for entry into the United Kingdom. For more information regarding visas please visit www.ukvisas.gov.uk. A deposit of £200 plus a £50 registration fee are required for students wishing to obtain the confirmation documents required for visa applications. If you cancel your course before arrival due to visa refusal, we shall refund your tuition fees in full minus the £200 deposit and the £50 registration fee. A refund will only be issued on receipt of the visa refusal letter. SIS will notify UKVI if a student fails to arrive at the school after being issued with an acceptance letter.

4. General

Scarborough International School of English reserves the right to change starting dates, course programmes and locations without prior notice in the event of circumstances beyond its control or in the best interests of the school. Scarborough International School of English accepts beginners by prior arrangement. Contact info@english-language.uk.com.

5. Photographs

Occasionally photographs or videos may be taken during your stay. If you do not wish photographs or videos of you or your students to be used for marketing purposes, please advise us in writing at the time of booking.

6. Insurance

Scarborough International School of English does not accept liability in case of illness, accident, loss or damage to personal effects or property. Damage to school or homestay property must be paid for in full. You are strongly advised to take out insurance before travel that will cover medical problems, accidental loss, damage to property or course cancellation. Scarborough International School can recommend an insurance provider if required.

7. Bank & Public Holidays

The school is closed on English public holidays. There is no reduction in fees when there is a public holiday.

8. Juniors (7-12yrs)

Parents/guardians accompanying juniors are responsible for the children in their care when they are not in class or participating in supervised afternoon activities with the school. Homestay Provider/s take this responsibility for those juniors who are not accompanied by parents/guardians.

9. Behaviour

Any student who causes severe disciplinary problems during the course, exhibits disruptive behaviour or has a poor attendance record may be excluded from the school and asked to return home immediately at their own/parents'/guardians' expense; no refund will be given. If a student's attendance drops below 80%, he/she will not be eligible for a certificate at the end of the course.

10. Force Majeure

Scarborough International School of English is not liable in the event of the school being unable to supply services to which it is contractually bound resulting from causes outside the school's control, such as but not limited to, natural disasters, adverse weather conditions, closure or congestion of airports, strikes, civil disturbance, pandemic and the like. No refund will be made in such circumstances.

11. Accommodation

Arrival and departure Information: the school's accommodation week is Sunday arrival before course start date and Saturday departure following course finish date; extra nights are available on request at an additional charge (subject to availability).

We endeavour not to place students in a homestay with another student who speaks the same first language, unless requested. However, please note this is subject to availability during peak weeks.

12. Student Holidays

Students may take a holiday of 1 week every 12 weeks provided one week's notice is given to the school. Students on a course of 12 weeks or longer on a visa should take any holidays into consideration when applying for that visa. Normal accommodation fees must be paid.

13. Cancellation Policy

All cancellations should be applied for in writing. The course deposit and registration fee will not be refunded at any time. All remaining course and accommodation fees are refundable if a booking is cancelled more than 14 days prior to the arrival date. If a booking is cancelled within 7 days of the arrival date 1 week's tuition and 1 week's accommodation (if relevant) are payable. If you leave the course after arrival, early or miss any lessons, no refund or credit will be given, including in case of illness.