

# STUDENT REGISTRATION FORM 2019

This form is for all our centres/courses, EXCEPT FOR the courses at CATS Colleges and CSVPA. If you wish to apply for those courses, please contact us for the CATS/CSVPA registration form.

## Student Details

Please complete this form in CAPITAL LETTERS in black ink.

|   |   |
|---|---|
| Family Name   |   |
| First Name  |   |
| Nationality   |   |
| Passport number   |   |
| Date of Birth<br>Day    Month    Year   | Gender<br>Male <input type="checkbox"/> Female <input type="checkbox"/> |
| Home Address  |   |
| Country   |   |
| Postcode  |   |
| Home telephone number   |   |
| Student's mobile number   |   |
| <b>Dietary information</b>  |   |
| Do you have any dietary requirements?<br>Yes <input type="checkbox"/> No <input type="checkbox"/> |   |
| Please give details   |   |
| How did you hear about Stafford House Summer?   |   |

## Parent/Guardian's details (mandatory)

|                                      |
|--------------------------------------|
| Family Name                          |
| First Name                           |
| Address (if different from overleaf) |
| Home telephone number                |
| Mobile number                        |
| Email address                        |

## Course Required

|   |
|---|
| Centre Name   |
| Course Title  |
| Preferred Dates   |
| Room Request (room preference may not be available)<br>Single <input type="checkbox"/> Shared <input type="checkbox"/> Ensuite <input type="checkbox"/> Standard <input type="checkbox"/> |
| Canterbury only:<br>Residential accommodation <input type="checkbox"/> Homestay <input type="checkbox"/>  |

|  |  |
|--|--|
| Flight Details (if available)  |  |
| Arrival flight:  |  |
| From (airport & terminal)  |  |
| To (airport & terminal)  |  |
| Arrival time:  | Flight Number:   |
| Transfer required? *    Yes <input type="checkbox"/> No <input type="checkbox"/> | Flying as Unaccompanied Minor?    Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Departure flight:  |  |
| From (airport & terminal)  |  |
| To (airport & terminal)  |  |
| Departure time:  | Flight Number:   |
| Transfer required? *    Yes <input type="checkbox"/> No <input type="checkbox"/> | Flying as Unaccompanied Minor?    Yes <input type="checkbox"/> No <input type="checkbox"/> |

\* Please note that there are additional charges for transfers (see transfer price list).

If you do not require a transfer, please provide the name and contact number of the person / company doing the transfers.

Students under 18 years must be accompanied to/from the airport by an adult (£75 is payable for our assisted check-in service on departure). We cannot let you arrive at or leave the centre alone.

If you have not yet booked flights, please inform us of these at least 4 weeks prior to arrival.

NOW PLEASE COMPLETE THE PAYMENT FORM ON THE NEXT PAGE

# Payment

- For UK centres, we require a non-refundable deposit of £200 plus registration fee of £100 at the time of booking. Bookings are not confirmed until this has been received.
- For US centres, we require a non-refundable deposit of \$300 plus registration fee of \$150 at the time of booking. Bookings are not confirmed until this has been received.
- Payments should be made to the following accounts by bank transfer or by completing the credit/debit card details below. This will authorise us to debit your account with £300/\$450 (the deposit payment and registration fee).
- We do not accept American Express or Diners cards.
- The balance must be paid at least one month before arrival.
- Please note that all bookings are subject to Stafford House Study Holidays 2019 Terms and Conditions.
- The student's parent or guardian must complete their details on the previous page. We cannot accept bookings without this information.

## Consent

I accept the terms and conditions as provided by Stafford House Study Holidays and enclose payment details or proof of my bank transfer.

Signature

Date

Please pay £300/\$450 using one of the following two options:

## Option 1: Bank Transfer

| Account Name: Stafford House Study Holidays Ltd  |   |
|--|---|
| Bank address: National Westminster Bank PLC<br>City Centre Branch<br>11 The Parade<br>Canterbury<br>Kent CT1 2DT<br>United Kingdom |   |
| GBP £ payments   | US \$ Payments                          |
| Bank account number:<br>46129766   | Bank account number:<br>140/00/93512252 |
| Sort code: 60 04 27  | Sort code: 60 04 27                     |
| IBAN Number:<br>GB68NWBK60042746129766   | IBAN Number:<br>GB39NWBK60730193512252  |
| Swift/BIC Code: NWBKGB2L   | Swift/BIC Code: NWBKGB2L                |

## Option 2: Debit/Credit Card

Please call 0044 (0)1227 477903 or 0044 (0)1227 787730 if you wish to pay by credit or debit card.

# Booking facts

## Course price includes:

- Tuition as stated, course materials and end of course certificate
- Accommodation and all meals
- Activities and excursions as stated
- Use of sports facilities where available (as part of a scheduled programme).

## Course price does not include:

- Transfers to and from the centres
- UM service/assisted check-in service
- Optional excursion fees
- Medical/travel insurance\*
- Examination fees (optional)
- Registration fee of £100/\$150

**\*Please take out comprehensive travel insurance before travelling to the UK/USA**

## How to Book:

Please complete the registration form ensuring that every relevant box is ticked and all questions are answered in full. Then email or post it to the address at the end of the form.

You have two payment options:

- a) you pay the full fees at the time of booking, or
- b) you pay the deposit to confirm your booking, then pay the balance at least one month before the start of the course.

## Flight Arrangements:

Once you have booked your course, please send us details of your flight/travel arrangements, at least one month before you are due to arrive.

## Changes

Prices are correct at time of going to print and are subject to change without notice. All courses, course components and specialist supplements operate subject to demand.

Full Terms and Conditions can be found on our website:

[www.studyholidays.com/terms](http://www.studyholidays.com/terms). Please read these Terms and Conditions before you book.

**TO BOOK YOUR SUMMER SCHOOL PLACE  
PLEASE COMPLETE THIS FORM, THEN  
SEND IT TO THE ADDRESS SHOWN BELOW,  
PREFERABLY BY EMAIL:**

Stafford House Summer  
19 New Dover Road | Canterbury | Kent CT1 3AS  
Phone: +44 (0)1227 787730  
Email: [reservations@staffordhouse.com](mailto:reservations@staffordhouse.com)  
Web: [www.studyholidays.com](http://www.studyholidays.com)