



<b>ENROLMENT FORM</b>
REGISTRATION NUMBER:.....
DATE OF APPLICATION.....
CLASS.....

## THE BRITISH COLLEGE

### GENERAL INFORMATION

STUDENT´S FIRST NAME (S):

SURNAME (S):

SEX:

Date of Birth:

(Copy of birth certificate required)

Place of Birth:

Nationality:

Father´s name:

Mother`s name:

Address:

Home telephone number:

Work number:

Mobile:

e-mail address:

### EDUCATION

Last school attended:

Last form completed:

Address:

### LANGUAGES

Mother tongue:

Other languages (in order of use):

### MEDICAL PROBLEMS

Medical problems (if any) Including allergies:

### PERSONAL

Any others details or concerns about your child, you wish to inform us of

### REGISTRATION AND WITHDRAWAL OF PUPILS FROM THE BRITISH COLLEGE

The registration fee of 350 € for new students is not refundable. A full school term's notice is required when pupils are leaving The British College, otherwise a full term's fees must be paid and the deposit will not be refunded. Also the deposit will not be refunded if the place is accepted and then later is not taken up.

I have read and agree with the above conditions.

Name

Date

Signed

P.T.O

Conditions for the return of the deposit:

To be entitled to a refund of the deposit, it is essential to inform the centre with a full school term's notice in advance, that a student will be leaving.

The notice for leaving must be made on a form provided by the centre which states the date the student will leave and the date the school was informed, as well as the school stamp and signature of an authorized person from the centre.

If a student is going to leave in September, the deadline for informing the centre is the 12th April.

If a student is leaving in January, the deadline is the 12th September and if he/she is leaving in April the deadline is the 12th January.

In the case of a new student, if he/she does not start on the agreed date, they will lose the right to receive a refund of the deposit.

In the case of families with two or more children at school, the order in which the deposits will be refunded, when children are leaving at different times, will be from the smallest to the highest amount.

Return of direct debits:

When the school fees are paid by direct debit, if a receipt is returned by the bank, the resulting bank charges must be paid by the account holder.

I have read these terms and conditions and agree with them.

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

**Date:** \_\_\_\_\_

**father/mother/guardian:**

**(please delete as necessary)**

**Name and Surname:** \_\_\_\_\_

**DNI/NIE/Passport Number:** \_\_\_\_\_