

**STUDENT ENROLMENT FORM**

REG NO: \_\_\_\_\_

COURSE: \_\_\_\_\_

START: \_\_\_\_\_

**FOR OFFICE USE ONLY**

FEES DUE: \_\_\_\_\_

FEES PAID: \_\_\_\_\_

ENROLLED BY: \_\_\_\_\_

LAST NAME

FIRST NAME

DATE OF BIRTH

NATIONALITY

UK ADDRESS

POST CODE:

TEL:

EMAIL:

**HOME ADDRESS**

TEL:

**NEXT OF KIN**

NAME (for emergency)

RELATIONSHIP

ADDRESS

PHONE NUMBER

**COURSE OF STUDY**

START DATE

**CONDITIONS OF ADMISSION**

- The registration fee is not refundable unless LIC is not able to service the programme.
- Fees must be fully paid before commencing studies, unless an instalment programme has been agreed.
- Advance tuition fees are refundable (less 10%) only in the following circumstances: Failure of visa national student to obtain a UK study visa, provided that written confirmation is obtained from the relevant Embassy or Consulate.
- In the event of a student being dismissed from the College, fees will not be refunded.
- Enrolment on the programme creates a binding agreement to follow the programme and pay the full fee.
- The College reserves the right to place onto a programme starting at a later date students who arrive late for the programme they should be attending.
- The College reserves the right, at any time to make whatever changes may be deemed necessary in admission requirements, fees, charges, tuition, policies, regulations and academic programmes prior to the start of any programme.
- The College reserves the right to cancel any course should minimum enrolment figures not be met.

YOUR SIGNATURE

DATE: