



HIGH SCHOOL IMMERSION

ENROLMENT FORM

1. Personals

Emergency contact details:

2. How many years has your child studied English in school?

 0 - 1 Years 1 - 2 Years 2 - 3 Years 3+ Years

3. Please let us know how many weeks your child wants to study and the starting date?

4. Supplementary information



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5. Travel - Airport Transfer

When will you arrive in the UK?

Date:	Airport:	Flight No:
Time:	Carrier:	Terminal No:

When will you leave in the UK?

Date:	Airport:	Flight No:
Time:	Carrier:	Terminal No:

Do you require the unaccompanied minor service at an additional cost? If so please tick the box

<input type="checkbox"/>	Yes Please
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6. Reservation and Payment

Please return your completed enrolment form to:

High School Immersion Office
49 Station Road, Polegate
East Sussex, BN26 6EA

Payments must be made in Pounds sterling.

I enclose a cheque/draft

My bank has sent an international bank transfer on:

Date:

I attach a photocopy of the bank transfer form

Please debit my Visa/Mastercard account

Card No:	Card Expiry Date:
Issue No (debit card only):	Security Code (last 3 digits on reverse of card):
Name (as on card):	Address of cardholder:
Signature (as on card):	

Declaration: I have read and understood the conditions of enrolment and I accept them.

Signature of Parent / Guardian:	Print Name:
	Date:



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7. Confirmation

Please return your completed enrolment form to:

High School Immersion Office
49 Station Road, Polegate
East Sussex, BN26 6EA

Email: enquiries@ukhighschoolimmersion.com

The total amount due must be received by this office or by our bank at least 28 days before the course begins in order to guarantee your place. You may send payment by cheque or bank draft, or your bank can transfer the fees directly to our bank. Cheques for the UK must be made payable to High School Immersion and must be drawn in pounds sterling.

Account Name:	High School Immersion Office
Bank Address:	56 Churchill Square, Brighton, BN1 2ES
Sort Code:	010123
Account Number:	15804186
SWIFT CODE:	NWBKGB2L
IBAN:	GB86 NWBK 010123 15804186

8. Terms & Conditions

The total amount due must be received by our bank 28 days before arrival before the course begins in order to guarantee your place.

The use of our website and/or an enrolment on any course implies your agreement to our terms and conditions. If you are under 18 we cannot accept your order and by submitting an enrolment in respect of yourself or any third party you confirm that you are over 18.

WHEN A DEPOSIT HAS BEEN PAID TO UK HIGH SCHOOL IMMERSION THE PAYMENT ACTS AS AS A SIGNAL THAT THE CONSUMER HAS AGREED TO THE TERMS AND CONDITIONS BELOW.

1. Definitions

1.1 In these terms and conditions the following words have the following meanings:

- "Course" means the English language programme(s) offered by UK High School Immersion (UKHSI)
- "Force Majeure Events" means events arising which are beyond the control UKHSI including (but not limited to) war, terrorism, riot, natural or manmade disaster, pandemics, fire, adverse weather, technical problems, breakdowns, closure or congestion at airports or ports or industrial dispute.
- "Student" means the participant on the Course
- "You" or "Your" mean the person contracting with UKHSI, who may be the Student or the parent or guardian of the Student or agent or representative.

2. Booking & Payment

- 2.1 You must complete and sign the enrolment forms and send these to UKHSI by email. Once we have received these, you will be sent confirmation of a place on the course and an invoice showing the course fees and the deposit.
- 2.2 The deposit is payable immediately upon receipt of the invoice and will not be refunded in cash under any circumstances, unless we have to cancel due to other unforeseen circumstances. The cancellation will be confirmed by letter and only by letter. Without a cancellation letter from UKHSI no refund will be authorised.
- 2.3 The balance and any transfer costs will be invoiced eight weeks prior to the start date of the Course and must be paid by the date specified on the invoice. Should the balance fail to reach UKHSI 28 days before the start of the course, the right is reserved to cancel the booking without any refund of the deposit. If Your application is received fewer than ten weeks before the start date of the Course You will be invoiced for the full amount due.
- 2.4 All payments must be paid in GBP Sterling and all cheques must be drawn on a UK clearing bank. All other kinds of payments will incur charges which will be Your responsibility.

3. Cancellation

ALL DEPOSITS ARE NON REFUNDABLE. A CREDIT NOTE WILL BE ISSUED FOR THE DEPOSIT PAID.

- 3.1 All enrolments are non-transferable but may be cancelled or postponed provided that written notice of the request to cancel or postpone the enrolment is received by UKHSI prior to the start of the Course.
- 3.2 In the case of cancellation, the following charges will be applied:
 - a) notice less than 14 days before the start date: 100% of the Course fees;
 - b) notice received within 14 to 30 days before the start date: 50% of the Course fees,
- 3.3 Once a Course has started, no refund will be given.
- 3.4 If an enrolment is postponed, You will be responsible for any charges or costs incurred by UKHSI as a result of the postponement.
- 3.5 If the Course is cancelled by UKHSI. Cancellation is only confirmed by letter on headed paper. You will have the options of:
 - a) enrolment on an alternative course. Where the cost of the alternative course is lower, UKHSI will refund with a credit note.
 - b) withdrawing from the booking and accepting a full refund of all monies paid to UKHSI minus the deposit which will be refunded as a credit note.
- 3.6 UKHSI cannot accept responsibility for medical expenses, loss of property or costs in the event of cancellation.

4. Course details

- 4.1 All information and advice given by UKHSI relating to travel arrangements, tourist attractions etc. are given in good faith and no warranties are given in relation to these.
- 4.2 UKHSI makes every effort to provide the course programme as advertised but reserves the right to waive or adjust the specifications of the course without prior notification.
- 4.3 UKHSI is not liable or responsible for any elements of the course or trip which are considered to be your own arrangement and which are not included in the Course package.



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9. Terms & Conditions Continued

5. Insurance

5.1 No liability will be accepted by UKHSI or its employees, sub-contractors or agents or any third parties for your failure to obtain insurance. It is a condition of attendance on a UKHSI course that all participants have sufficient travel, medical and personal liability insurance which covers them against cancellation charges, medical costs, repatriation, and loss of money or personal belongings, personal injury claims and claims against third parties. It is the student's (for young learners, the parents' or guardians') responsibility to take out personal insurance against such risks.

5.2 Evidence of insurance must be supplied to UKHSI before arrival at the course. Please ensure that the Student brings all necessary insurance documents with them.

5.3 UKHSI carries full liability insurance.

6. Health and Safety

6.1 You must report on the enrolment form any mental or physical illness, allergy, disability or condition that might interfere with the Student's ability to successfully participate in the programme, that may impact the health or well-being of any other student or staff member or that may require monitoring, treatment or emergency intervention of any kind during the Student's anticipated period of enrolment.

6.2 UKHSI must be notified of any changes to health given at the time of booking. UKHSI reserves the right to terminate a Student's enrolment if the Student's participation on the Course represents a risk to their own health and safety and well-being or to the health and safety and wellbeing of other students or staff. No refund will be given in this event and all cancellation costs or costs of repatriation will be Your responsibility.

6.3 In the event of a serious accident or illness, UKHSI will inform You or Your appointed representative and, for this purpose, it is essential that You provide an emergency contact address and telephone numbers. You should note that in the event of accident or illness, Your authority is required before any medical, surgical or dental treatment can be given.

7. Student obligations

7.1 Students are required to:

- Accept the authority of any decision of the employees, representatives, agents and any adult connected to a high school working with UKHSI
- At all times strictly comply with the laws and customs of the country in which the Course is held.
- Behave sensibly, appropriately and reasonably at all times and show proper consideration for other people.
- Attend all lessons and participate in the extra-curricular activities.
- Refrain from smoking or consuming alcohol or non prescription drugs at any time while enrolled on the Course.
- Refrain (if under 16) from leaving the Course Centre/Homestay Accommodation without adult supervision or written parental consent. Please note that on excursions, there may be a limited period of free time during which the Student may explore the area, go shopping or complete an activity when they will not be supervised.
- Comply with any rules and regulations designed to assure their safety.

7.2 You are required to ensure that Students are aware of their obligations and will comply with these. UKHSI reserves the right to terminate the enrolment of and to repatriate any Student at any time at Your expense if they consider the Student to

be in breach of their obligations or where the Student's behaviour is believed to be detrimental to the general welfare of UKHSI, its employees or representatives or any other students. In the case of termination and repatriation under this clause, no fees will be refunded.

8. Liability

8.1 Any physical injury or other damage which is caused by:

- Your or a Student's own fault;
- a third party unconnected with the provision of the services by UKHSI; or
- events which could not be foreseen or forestalled even in the event of all reasonable care being taken; or

d) Majeure events
will be Your responsibility and no liability will attach to UKHSI or its employees, agents or contractors.

8.2 UKHSI or its employees, sub-contractors or agents are not liable or responsible for lost or damaged property.

8.3 The liability of UKHSI or its employees, sub-contractors or agents to compensate You or a Student for any loss or damage is limited to a reasonable amount (having regard to such factors as whether the damage was due to a negligent act or omission), will not include indirect or consequential losses and in any event will not exceed the cost of the Course.

8.4 Any provisions in these Terms and Conditions which seek to exclude or limit the liability of UKHSI for breach of the terms implied by the Supply of Goods and Services Act 1982 shall not apply where You are a consumer.

9. Complaints

UKHSI trusts you will be fully satisfied with the courses and programmes that we offer, but if you have a complaint about our services please inform a director in writing before the date of departure from the Course. We aim to resolve any issues instantly, so we ask you to bring any problems to our attention straight away. Your complaint will be taken seriously, and UKHSI will address it and respond as quickly as possible.

10. Photographs, video and DVD

During the Course UKHSI or its employees or agents may take photographs and video footage, some of which may be incorporated into future publicity material. If You do not wish the Student to appear in any promotional publications, you must indicate this in writing to enquiries@ukhighschoolimmersion.com

11. General

11.1 Prices, offers, terms and conditions may be withdrawn or changed at any time without notice.

11.2 If any of the legal requirements set out in this contract are inoperative or impractical, or become so after completion of the contract, the effectiveness of the remainder of the contract will not be affected.

11.3 Your use of the UKHSI website and/or enrolment on a Course will be deemed as your acceptance and agreement to them in full.

11.4 This contract will be governed by the law of England and Wales.

Declaration: I have read and understood the conditions of enrolment and I accept them.

Signature of Parent / Guardian:

Print Name:

Date:

10. Where did you hear about us

From friends

Website

From advertisements

Agent (please specify):

Other (please specify):