

ALL PARTS OF THIS FORM MUST BE COMPLETED. PLEASE WRITE OR TYPE IN **CAPITALS**

STUDENT DETAILS

Family Name	First Name/s
Preferred Name	<input type="checkbox"/> BOY <input type="checkbox"/> GIRL
Nationality	Age Date of Birth
Passport Number:	Passport Issue Date:
Place of Passport Issue:	Passport Expiry Date:
First Language	Religion
Have you chosen a future UK Boarding School?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' please give name of school
If you have ticked 'NO' do you need help selecting a school? <input type="checkbox"/> YES <input type="checkbox"/> NO	
ARRIVAL DATE <input type="text"/>	DEPARTURE DATE <input type="text"/>
Does your child have a special interest e.g. music or sport? <input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' please give details	Does your child have a special educational need? <input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' please give details

AIRPORT TRANSFERS

Are airport transfers required <input type="checkbox"/> YES <input type="checkbox"/> NO	ARRIVAL DATE:	DEPARTURE DATE:
	Airport:	Airport:
	Flight Number:	Flight Number:
	Time of Arrival:	Time of Departure:

HALF TERMS

Will your child remain at Alexanders during Half Term Breaks? (See page 3 for details).

Autumn Half Term YES NO Spring Half Term YES NO

STANDARD OF ENGLISH

Spoken English	<input type="checkbox"/> Elementary	<input type="checkbox"/> Pre Intermediate	<input type="checkbox"/> Intermediate
Written English	<input type="checkbox"/> Elementary	<input type="checkbox"/> Pre Intermediate	<input type="checkbox"/> Intermediate

EDUCATION HISTORY

Name of Present School	Start Date at Present School
School Address	
Principal's Name	Telephone Number
Email Address	

YOUR CHILD'S LATEST SCHOOL REPORT MUST BE RETURNED WITH THIS FORM

Name of Previous School	Dates at Previous School
School Address	
Principal's Name	Telephone Number
Email Address	

PARENT DETAILS

Family Name	Mr/Mrs/Ms/Miss
Relationship to student	First Name
Home Address	Country
Home Telephone Number	
Email address	Mobile Telephone Number

GUARDIAN IN THE UK (ALL OVERSEAS STUDENTS MUST HAVE A GUARDIAN IN THE UK)

Family Name	Mr/Mrs/Ms/Miss
Home Address	First Name
	Country
Home/Office Telephone Number	
Email address	Mobile Telephone Number

ADDRESS FOR INVOICE IF DIFFERENT TO PARENT'S ADDRESS

Family Name or Company Name	Mr/Mrs/Ms/Miss
Address	
	Country
Telephone Number	
Email address	Mobile Telephone Number

MEDICAL HISTORY**THIS INFORMATION MUST BE PROVIDED**

Your child will be registered with the School's own doctor who will need this information.
The School Nurse will manage any medication which your child must take.

HAS YOUR CHILD BEEN VACCINATED AGAINST THE FOLLOWING? If 'YES' please give details

- Diphtheria Polio Tuberculosis Tetanus Hepatitis B Measles

DOES YOUR CHILD HAVE ANY OF THE FOLLOWING CONDITIONS? If 'YES' please give details

- Arthritis Asthma Bronchitis Chest Problem Diabetes Epilepsy
 Fainting Haemophilia Hearing Impairment Heart Trouble Migraine Raised Blood Pressure
 Sickle cell anaemia Visual Impairment Any other :

HAS YOUR CHILD HAD THE FOLLOWING CONDITIONS? If 'YES' please give details

- Chickenpox Whooping Cough Mumps Ear Trouble Measles
 Rubella Scarlet fever Any other:

DOES YOUR CHILD HAVE ANY ALLERGIES? YES NO If 'Yes' please give details:**DOES YOUR CHILD NEED TO TAKE ANY MEDICATION ON A REGULAR BASIS?** YES NO If 'Yes' please give details:**MEDICINE NAME****DAILY DOSAGE****CONDITION FOR WHICH TAKEN****IS THERE ANY MEDICATION YOUR CHILD MUST NOT TAKE?**YES NO If 'Yes' please give details:**DOES YOUR CHILD HAVE ANY SPECIAL DIETARY REQUIREMENTS?**YES NO If 'Yes' please give details:**IS THERE ANY OTHER INFORMATION WHICH WE SHOULD KNOW?** Continue on a separate sheet of paper if necessary.**PARENT'S CONSENT AND CONFIRMATION**

I confirm that the information given is correct and complete. I understand that the information will be used by the School to help and support my child while he/she is at Alexanders International School. All information on the school's database will be used by Alexanders International School for internal purposes. Exceptions to this rule are where it is necessary to share specific data with a third party/sub contractors as necessary e.g. transport and travel companies. I agree to abide by the Conditions of Enrolment. I am responsible for the payment of all fees for the above named student and agree to pay the Student School Expenses immediately a place is offered and the balance of the fees 4 weeks prior to the arrival date.

I agree and consent to the participation of my child in the School programme and supervised activities within and outside the School premises. I also authorise the School to include photographs, images or audio recordings of my child in the School's prospectus, website and DVD's and other works including promotional material.

I hereby give Alexanders International School permission to administer any emergency treatment necessary for my child in my absence.

I enclose the registration fee of 90.00 GB Pounds

Parent Signature

Date

CONDITIONS OF ENROLMENT

VISAS	<p>Visa/Passport applications are the responsibility of the student. There is a supplement of £10 for any students applying for a student visa to cover the cost of the CAS (Certificate of Acceptance for Studies). This does not apply to EU nationals. Where visa applications are refused, School fees will be refunded upon presentation of the refusal letter from the British Embassy. The School will keep an administration charge of £100 for each student. As it is a legal requirement that schools keep copies of passports of visa nationals, all students must bring their passport/identity card with them for checking and photocopying.</p>
CANCELLATION	<p>Prior to arrival: Fees are not refundable when the course is cancelled within 4 weeks prior to the course starting date. During the course: In common with all good quality independent schools, Alexanders International School requires that parents must give at least one term's notice in writing if they wish to withdraw a student. If such notice is not given, then the following term's fees also become payable.</p>
LATE ARRIVAL	<p>Fees are not normally reduced in the event that a student is late in arriving to start a course.</p>
CONDUCT	<p>The student is expected to maintain a high standard of behaviour. The Principal reserves the right to exclude a student whose behaviour is unacceptable. No refund of fees will be given in such circumstances and any additional costs will be charged.</p>
WELFARE	<p>In case of a medical emergency, the School will act in 'loco parentis' for students under the age of 18.</p>
DAMAGE OR LOSS	<p>The School does not accept responsibility for the loss, damage or theft of any personal effects including money not in the care of the School Office. STUDENTS MUST HAVE NECESSARY INSURANCE (INCLUDING MEDICAL) AND MUST BRING COPIES OF DOCUMENTS WITH THEM.</p>
ILLNESS	<p>Please complete the medical history details on page 2. The School must be notified immediately if a student is unable to return after a holiday through illness. The School must be notified of any infectious diseases so that appropriate action can be taken.</p>
AIRPORT TRANSFERS	<p>Transfer of the student from and to the airport or to and from the School is the responsibility of the parents or guardians. The School can arrange individual airport transfers for which an additional charge will be made.</p>
PERMISSIONS	<p>The signed Admissions Form gives permission for the student to participate in all supervised activities within and outside the School premises. Additional written permission may be required for some activities.</p>

FEES 2010-2011

Registration Fee	90.00 GB Pounds	Payable on application. Non-refundable
Student School Expenses	750.00 GB Pounds	This will be added to your invoice and is payable when the place is offered. This is used to cover medical/dental charges, school uniform items (see Joining Instructions), personal clothing, examination fees, travel documentation and individual interviews/visits to UK boarding schools. Any unspent balance will be refunded to the parent's bank account at the end of the course. Parents are therefore asked to supply their bank account details to the School Office. Bank charges will be the responsibility of the parents.
Term Fee	7450.00 GB Pounds	Payable in full 4 weeks prior to the arrival date. Term fees apply to published dates; students arriving or departing at other times may be charged extra (see notes above).
Pocket Money		We recommend a personal allowance of no more than 60.00 GB Pounds per week which can be added to your invoice, charged to a Credit Card or paid in cash (£Sterling, Euros or \$US).
Half Term Fees & Easter Holiday Fees	620.00 GB Pounds per week	Students who wish to remain on campus rather than returning home or staying with their guardians at Half Term Breaks and during the break between Spring and Summer Terms are welcome to do so. The cost of these breaks will be invoiced separately and are not included in the Term Fees. PLEASE NOTE THAT ALEXANDERS INTERNATIONAL SCHOOL IS CLOSED DURING THE CHRISTMAS AND NEW YEAR BREAK. During this period, students must therefore stay with their guardians or return home.

TERM DATES 2010-2011

(Students should plan to arrive on the Sunday before term starts and depart on the Saturday after term finishes).

AUTUMN TERM Monday 13th September to Friday 10th December 2010

SPRING TERM Wednesday 5th January to Friday 18th March 2011

SUMMER TERM Monday 4th April to Friday 17th June 2011

HOLIDAYS

AUTUMN HALF TERM HOLIDAY (Courses available at Alexanders International School) Saturday 23rd October to Sunday 31st October 2010

CHRISTMAS HOLIDAY (No courses available) Saturday 11th December 2010 to Tuesday 4th January 2011

EASTER HOLIDAY (Courses available at Alexanders International School) Saturday 19th March to Sunday 3rd April 2011

HOW TO PAY**(ALL BANK CHARGES ARE THE RESPONSIBILITY OF PARENTS AND SHOULD BE PAID WITH FEES)****By Credit Card**
 VISA MasterCard Maestro Visa Electron Switch

There is a charge of 2% for payment by credit card.

By Bank Transfer

Payable to: ICS Education LLP No 2
Account Number: 90279137
SORT CODE: 20-37-75
IBAN: GB63 BARC 2037 7590 2791 37
SWIFT: BARC GB22

Barclays Bank plc, Hatton Garden Business Centre, 99 Hatton Garden, London EC1N 8DN United Kingdom

Please add 15 GB Pounds per transfer for UK Bank Charges. The bank transfer must show the name of the student.
 A copy of the transfer document must be sent to the School.

At the School

By credit card, traveller's cheques, a guaranteed personal cheque drawn on a British Bank or by cash (£Sterling, Euros or \$US)

POCKET MONEY ARRANGEMENTS

How much pocket money do you allow each week:GB Pounds

Shall we add pocket money to your invoice YES NO

If 'No' how will you pay pocket money?

TERM FEES INCLUDE:

Full board accommodation during term time in a school residence
 Tuition
 Supervised Programme of Sports and Activities after school and at weekends
 Supervised Educational Study Visits
 Two recreational excursions per term
 Educational materials for use in class
 Laundry

TERM FEES DO NOT INCLUDE

Registration Fee (90 GB Pounds), Student School Expenses (750 GB Pounds)
 Pocket Money
 Insurance
 Half Terms and other holidays
 Escorted arrival and departure transfers
 Expenses connected with medical/dental treatment, personal clothing, uniform, examination fees, travel documentation
 Optional recreational excursions
 Accompanied visits to Independent Boarding Schools in the UK

STUDENT SCHOOL EXPENSES

The 750 GB Pounds Student School Expenses are held by the School Office to meet all costs not included in Term Fees. Any unspent balance is refunded to the parent's bank account at the end of the course. Parents are therefore asked to supply their bank account details to the School Office. Bank charges will be the responsibility of the parents.

SCHOOL UNIFORM

All students must wear the Alexanders School Uniform. For a full list of clothing which students need to bring with them, please refer to the Joining Instructions – a copy of which will be forwarded once a place has been offered.

OTHER EXPENSES**Extra charges will be deducted from the Student School Expenses:**

Individual English Language Tuition: 50 GB Pounds per hour
 Individual First Language Tuition: 60 GB Pounds per hour (subject to availability)
 Individual sports coaching/music lessons/horse riding (prices vary)
 Cinema and theatre tickets (prices vary)

Escorted arrival and departure transfers (single journey):

London Stansted 135 GB Pounds **London Heathrow** 190 GB Pounds **London Gatwick** 190 GB Pounds **Central London** 190 GB Pounds

Alexanders International School

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 Website: www.alexandersschool.com

Please send documents to:

SKOLA Group of Schools
Marketing & Admissions Office

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 London W2 1QB
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 Fax: + 44 (0) 20 7706 8171
 Email: marketing@skola.co.uk
 Website: www.skola.co.uk