

APPLICATION FORM

www.unitedcollegelondon.co.uk

- ✓ Please print and complete this form in full using CAPITALS.
- ✓ Email your completed form to: info@unitedcollegelondon.co.uk

PERSONAL DETAILS

Title:	
Surname:	
First Name:	
Home Address:	
Tel.:	
Personal Email:	
Nationality:	
First Language:	
Dade of Birth: Day/Month/Year	
Level of English:	
How did you hear about us:	

Company Name:	
Work Address:	
Work Tel.:	
Work Fax:	
Work Email:	
Job/Position:	
Department:	
London Details	
London Address (if any):	
London Tel. number:	

Please tick how do you want us to contact you :

 Home Work Agent Company

Please indicate the type of booking by ticking the relevant type :

 Private Company Agent (Name):

COURSE SELECTION

	Course	Start date	Finish date	Number of weeks
1				
2				
3				

Please indicate by ticking all the additional services you require :

- Airport transfer (Please fill in the details below) Insurance Accommodation (Please fill in the details below)

ACCOMMODATION

If you want us to arrange your accommodation you must inform us about your arrival time. If you do not do this we cannot guarantee that your host/accommodation provider will be there to meet you.

Please, indicate your preferred accommodation option by placing 1 (for your first preferred accommodation option) and 2 (for your second preferred accommodation option) :

Homestay option

Standard homestay (Shared bathroom)

- Bed and breakfast only: from £160/week
- Bed, breakfast, dinner every day: from £200/week
- Bed, breakfast and occasional meals: from £160 + £13 per meal

Premium homestay (Private bathroom)

- Bed and breakfast only: from £240/week
- Bed, breakfast, dinner every day: from £255/week
- Bed, breakfast and occasional meals: £240 + £13 per meal

Your accommodation will be booked from the day **before** your course starts to the day **after** it finishes

Please answer the following questions with yes, no, not important :

Host family with children : Do you smoke? (our homestays do not allow smoking inside) :

Vegetarian meals : Allergies (e.g. to pets, food) :

Please give details of any allergies, strong dislikes (E.g. to animals) or special requests.

Many of our host families have a cat or dog. If you strongly object to pets let us now.

Hotels - Serviced Apartments - Halls of Residence

- 2 stars Hotel: from £48/day 3 stars Hotel: from £60/day 4 stars Hotel: from £90/day
- Serviced Apartment: from £560/week Student Halls of Residence: from £350/week 5 stars Hotel: from £165/day

Check-in date :

Check out date :

AIRPORT TRANSFER

Please indicate your preferred choice:

- Arrival pick up: from £110 Departure (drop off only): from £110

Date : Time :

Airport : Terminal : Flight number :

PAYMENT

1. Calculation

Course fee(s)	
Registration fee	£50
Accommodation fee	
Accommodation registration fee	£45
Airport Transfer	
Insurance	
TOTAL COST	

2. Payment type

Please say which type of payment you want to make at this point :

- If your course starts in less than 30 days, you must pay in full the course fees.
- If your course starts in more than 30 days, you may pay a deposit.

I want to pay the full fees now.

I would like to pay the deposit of £450 and £50 registration fee now

The full fees will be paid at least 30 days before the course starts.

3. Invoice

Who is paying for this course?

I am paying

My company is paying

I prefer the invoice to be send to :

Invoice to me

Invoice to company

Payment by International Bank Transfer

I am paying by Bank Transfer and I will provide a copy of the bank transfer within 3 (three) working days after sending this Application Form.

Please be sure to pay all bank charges at your end. Currently, we do not accept credit/debit cards.

All payments must be received in pounds sterling. Do not forget to state your **reference number**, and your **full name** on the bank transfer.

Account Name: UNITED COLLEGE LONDON

IBAN: GB62YORK05020029823664 **SWIFT/BIC code:** YORKGB22

Bank: YORKSHIRE BANK

Bank address: 35 REGENT STREET, PICCADILLY CIRCUS, LONDON, SW1Y 4ND

Bank sort code: 05-02-00

Bank account number: 29823664

CONFIRMATION

Yes, I have read, understood & accepted the **terms & conditions** of United College London. <http://www.unitedcollegelondon.co.uk/terms/>
Please reserve me a place on the course(s) indicated.

Signature:

Date:

Please scan and email your completed form to: info@unitedcollegelondon.co.uk

Please do **NOT** make any travel arrangements before you receive confirmation from us that a place on your chosen course is available.

We will send your enrolment confirmation documents within 3-5 working days, when we will receive your application form and payment.

Thank you for your booking.

Please save this documents for your records.