

# Application Form



**Saint Michael's College**

Please note this form must be completed in full, using **BLACK INK** and **CAPITAL LETTERS**

Attach photograph here

## Section 1 PERSONAL INFORMATION

Family Name		First Names	
Male <input type="checkbox"/>	Female <input type="checkbox"/>	Date of Birth <small>DD / MM / YY</small>	Nationality
Student's Home Address			
Home Telephone		Home Fax	
Student's Mobile			
Passport Number		Students Email	
School Details (we require a transcript of the last 3 years' academic results)			
Name of School		Dates attended	
1.			
2.			

## Section 2 INFORMATION ON PARENTS, LEGAL GUARDIANS AND AGENTS

Father's Name	
Father's Profession	
Father's Address (If different from above)	
Father's Telephone	Father's Mobile
Mother's Name	
Mother's Profession	
Mother's Address (If different from above)	
Mother's Telephone	Mother's Mobile
Agents Details (if applicable)	
Company Name	Contact Name
Further Details. Please add here further details you feel we should know at the college e.g. separated parents, deceased parent, etc.	

## Section 2b PARENTS EMAIL

Student reports are electronically sent so it therefore essential we have parents' email addresses. We also need email addresses in case of pocket money requests, exeats and other parental permissions.

Father's Email

Mother's Email

### Section 3 COURSE SELECTION

Please indicate which **one** of the courses you wish to attend and indicate the subjects you wish to study on the next page.

**Either** **GCSE**

(A 2 year course normally for students aged 14-16)

**or**

**Foundation**

(A 1 year course normally for students who have completed their secondary or higher school education)

**or**

**A Level**

(A 2 year course normally for students aged 17-18)

Do you require the academic preparation course?  No  Yes

If yes  Summer Term  Summer School  Both

### COURSE DATES

Commencing: **September\***  **January**  **April**

\*Foundation Course September start only

### SUBJECT CHOICE

#### GCSE

All Students study English and Maths. There is then a choice of 5 further subjects, one from each row:

Art  **or** Physics

Chemistry  **or** Business Studies

Biology  **or** Economics

Spanish  **or** Media Studies

ICT (Computing)  **or** Geography

#### A LEVEL

All Students study English and then a choice of 3 or 4 A Level subjects, one from each row:

Maths

Chemistry  **or** ICT (Computing)

Biology  **or** Economics

Physics  **or** Business Studies

#### FOUNDATION COURSE

Humanities  **or** Sciences

(Business Studies, Economics, Social Science), (Biology, Chemistry, Physics)

### Section 4 ACCOMMODATION

Please indicate whether you wish to live in:

**School Residence**

Please note that most rooms are twin rooms, although some are single and some are en-suite (these are allocated to those who are first to pay the deposit). Unless specifically requested students in twin rooms share with a student of a different mother tongue.

**Host Family**

All rooms are single rooms. Please indicate what type of family you would prefer. Please note that we cannot guarantee your preferences but we will try.

**Special requests? (host family with pets etc.) We will try to match your requests as closely as possible**

**Section 5a MEDICAL DETAILS**

**Please give details of any medical problems**

Illnesses Yes  No  details:.....

Medication Yes  No  details:.....

Do you have any allergies/disabilities? Yes  No  details: .....

Do you follow a special diet? Yes  No  details: .....

Do you have any health problems? Yes  No  details: .....

Have you been registered with a doctor in the UK before? Yes  No

**Section 5b MEDICAL CONSENT**

I understand and agree that Saint Michael’s College will not be held responsible for any medication taken by my child which is not prescribed by the college staff or local doctor/s. I also understand that treatment at the dentists/opticians is not available free of charge and I am prepared to meet the costs incurred in such treatment or will take out an appropriate insurance cover before my child leaves his/her home country.

I Hereby authorize a representative of Saint Michael’s College and/or the host family parent, to seek medical treatment in our absence. If an important medical decision needs to be made and there is time to contact us, then please do so. If contact is not possible, we authorize medical treatment.

Parents signature .....

Name .....

Date .....

**Section 6 UNDERTAKING BY PARENT, LEGAL GUARDIAN OR SPONSOR**

I have read the prospectus and details on enrolment. I accept the conditions as contained in the prospectus.

**I agree to give one full term’s notice in writing if I wish to withdraw my student from the school. If I fail to give a term’s notice I understand that I will be liable to pay for an extra term. Any Visa issued by SMC will become invalid on departure from the college.**

I agree to be responsible for all costs incurred in sending the student home if he/she is suspended or expelled from the school.

The school operates a random drug testing policy and I understand that my son\daughter may be tested for drugs, during their time at Saint Michael’s College.

Occasionally Photographs are taken during school activities & excursions for the website, brochures etc. I will inform the Principal in writing if I don't agree with my students photograph being used for such purposes.

Name ..... Signature .....Date .....

**Section 7 UNDERTAKING BY STUDENT**

I agree to abide by the conditions set out in the prospectus and to observe the school rules.

Name ..... Signature ..... Date .....

**Section 8 FORM OF INDEMNITY**

This indemnity is to be signed by the **student** and by his or her **parent** or **legal guardian** if the student is under 18 years of age. Until this has been signed and returned to the College, the student may not take part in activities off the school premises.

In consideration of the managing director of Saint Michael's College (Tenbury) Limited agreeing to make arrangements for and to authorise members of the staff of Saint Michael's College, directly or through the headmaster, to take my son/daughter/ward from time to time on activities/excursions/sports and educational and cultural trips outside the premises of Saint Michael's College, I hereby undertake to indemnify the Managing Director and such members of the staff against:

- a) any claims, damages or cost which they or any one of them may be or become liable to pay in consequence of any injury or damage to or illness of me/my said son/daughter/ward occurring during or as a result of any of the said activities/excursions/sports and educational and cultural trips.
- b) any claims by a third party which may be made against them or any of them in consequence of any act or default of me/my said son/daughter/ward during or as a result of said activities/excursions/sports and educational and cultural trips.
- c) any other cost and expenses reasonably incurred by them or any of them on behalf of me/my said son/daughter/ward during or as a result of any of the said activities/excursions/sports and educational and cultural trips.

Provided that the indemnity herein shall not extend to any claims, damages, costs or expenses in respect of and to the extent to which the said Saint Michael's College (Tenbury) Limited and member(s) of the staff or any of them shall be entitled to be indemnified under any policy of insurance.

Signed by Student ..... Date .....

Signed by Parent/Legal Guardian/Agent ..... Date .....

**Section 9 CHECKLIST**

Please ensure that all boxes are ticked before sending off form:

- **4 passport photographs enclosed**
- **Section 1 - 5 completed**
- **Transcript of last 3 year's academic results enclosed**
- **Section 5 + 6 signed by Parent, Legal Guardian or Sponsor**
- **Section 7 signed by Student**
- **Section 8 signed by Student and Parent, Legal Guardian or Sponsor**
- **Complete Maths and English Placement Test**

**PLEASE NOTE THAT A PLACE AT THE SCHOOL CAN ONLY BE RESERVED ON RECEIPT OF A £750 NON-REFUNDABLE DEPOSIT.**

**HOW DID YOU HEAR ABOUT SAINT MICHAELS COLLEGE?**

Internet/Website  Friends  Agent

Other  details .....



**Saint Michael's College**