

APPLICATION FORM



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Saint Michael's College

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

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
Address			
Telephone		Fax	
Mobile		Email	
Passport Number		Date of Issue	Date of Expiry
School Details (we require a transcript of the last 3 years' academic results)			
Name of School		Dates attended	
1.			
2.			
3.			

Section 2 INFORMATION ON PARENTS OR LEGAL GUARDIANS

Father's Name		Mother's Name	
Father's Profession		Mother's Profession	
Father's Contact Details (If different from above)			
Mother's Contact Details (If different from above)			

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**
(normally students aged 14-16)

or

or

A Level
(normally students aged 17-18)

Foundation
(normally for students who have completed
their secondary or higher school education)

SUBJECT CHOICE

GCSE

All Students study English, Maths and Computing. There is then a choice of 3 further subjects from:

Art or Physics
Chemistry or Business Studies
Biology or Accounting or Spanish

A LEVEL

All Students study English and Maths. There is then a choice of 2 further subjects from:

Chemistry or Computing
Business Studies or Physics or Biology

FOUNDATION COURSE

Humanities or Sciences

COURSE DATES

Commencing: September* January April

**Foundation Course September start only*

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). Please note that 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.

Age range Young/Middle aged Retired Don't mind

Children Yes No Don't mind

Pets Yes No Don't mind

Location Leominster Near School Don't mind

Any special requests?

Please tell us a little about your leisure / sports interests:

Section 5 MEDICAL DETAILS

Please give details or any medical problems or prescribed medication taken regularly

Illnesses

Medication

Do you have any allergies/disabilities?

Do you follow a special diet?

Do you have any health problems?

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.

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

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 6 signed by Parent, Legal Guardian or Sponsor
- Section 7 signed by Student
- Section 8 signed by Student and Parent, Legal Guardian or Sponsor

**PLEASE NOTE THAT A PLACE AT THE SCHOOL CAN ONLY BE RESERVED
ON RECEIPT OF A £500 NON-REFUNDABLE DEPOSIT.**

THE DEPOSIT WILL BE DEDUCTED FROM THE FIRST TERM FEES.

SCHOOL REGULATIONS

Below is a summary of the main rules. Each student will be given detailed school rules on arrival at the school.

Students will attend school on all designated school days.

Students are not permitted to consume alcohol. Any student taking illegal drugs will be immediately expelled.

Students will observe all rules governing punctuality on host family homecoming times and class times.

Students will observe all school rules governing acceptable behaviour and matters of discipline.

Students will observe all school calendar dates.

Students will desist from bullying or any form of physical or other aggression.

All areas of the school are non-smoking.

Students are not permitted to have or drive any motorised vehicle.

Students will pay for replacement or repair of property within or outside the school where the damage has been deliberately caused.

Students will wear the school uniform.

In the case of expulsion student's parents/guardians/sponsors will be responsible for all costs incurred in sending the student home.



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