

Enrolment Form (please complete both sides)

Experience
the difference



1. Personal Details

Family Name		First Name
Nationality	First Language	Second Language
<input type="checkbox"/> Male <input type="checkbox"/> Female	Age	Date of Birth
Home Address		Passport Number

Email	Telephone	Fax
Address for invoice (if different)		

Emergency Contact Details During Course: Name		Telephone
How did you hear about Regent?		

2. Course, location and dates

<input type="checkbox"/> Box Hill	<input type="checkbox"/> St. Aubyn's	<input type="checkbox"/> Wycliffe	<input type="checkbox"/> St. Swithun's	<input type="checkbox"/> St. Mary's
<input type="checkbox"/> Home Tuition	Hours per week	Location		
Course Start date	Course Finish date	No. of weeks		
What is your level of English? <input type="checkbox"/> Beginner <input type="checkbox"/> Elementary <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper-intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Very Advanced				
Full board accommodation is included in the fees – tick below for an ensuite room at extra cost				
<input type="checkbox"/> Wycliffe Twin ensuite (£50 per week) <input type="checkbox"/> St. Mary's ensuite room (£100 per week)				
Have you studied with Regent before?		<input type="checkbox"/> No <input type="checkbox"/> Yes	Where?	When?

3. Medical and Travel Insurance

You must have Medical and Travel Insurance if you book a course with us. Please send us proof that you have adequate alternative cover:

I have arranged my own insurance and have attached proof of alternative cover

4. Calculating your fees

I would like to pay the full fees now I would like to pay the deposit of £300 now and the full fees 30 days before the course starts

Course fee (includes accommodation) _____

Ensuite accommodation supplement _____

Special transfer fee _____

Documents sent by courier fee (£45) _____

Regent T-shirts (£13) S M L XL

Total cost _____

5. Payment Method

Cheque (€ Sterling only) drawn on a British Bank made payable to Regent Language Holidays. Please write the student's name on the back of the cheque.

Credit/Debit Card Bank Transfer (see pg 15 for Regent bank details) Regent's Representative

Credit/Debit Card Visa Mastercard Delta JCB Switch Solo

I hereby authorise Regent to charge the deposit of £300 to my card

I hereby authorise Regent to charge the balance of £_____ to my card 30 days before the course starts

I hereby authorise Regent to charge the full amount of £_____ to my card now (last 3 digits on reverse of card)

Card number Security code

Valid from Expiry date Name of cardholder _____

Address of cardholder _____

Signature of cardholder _____

6. Your Agreement and Signature

I have received and understood the Terms and Conditions. I certify that all the information given by me in this enrolment form is accurate and complete. A parent or guardian must sign this form. In doing so the parent or guardian agrees to the Terms and Conditions.

Signature of parent or guardian

Date

7. Regent Representative

Junior Medical and Travel Form

1. Personal Details

Family Name _____ Age _____ Date of Birth (dd/mm/yy) _____

First Name _____ Male Female Regent school _____

2. Medical Details

Do you suffer from any disability or illness? Yes No _____
Have you recently had an operation? Yes No _____
Are you taking any medicine? Yes No _____
Are you allergic to anything? Yes No _____
Do you have any special dietary needs? Yes No _____

If 'Yes' to any question, please give details

3. Authorisation

Daytime Yes No No child under the age of 14 is allowed out unsupervised. Students who are 14 years old and above have the opportunity to go shopping in small unsupervised groups (minimum 3 students per group). This is also possible for up to 2 hours on trips and visits. Students will be required to sign out and back in again when they go out in unsupervised groups. I agree to the above

Evening – No student is allowed out unsupervised in the evening

4. Transfer Details

Please complete A, B or C below:

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Arrival dates for free transfer

Box Hill 6/7, 20/7, 27/7, 3/8
St. Aubyn's 6/7, 20/7
St. Mary's 6/7, 20/7, 27/7, 3/8
St. Swithun's 6/7, 13/7, 20/7, 27/7
Wycliffe 6/7, 20/7, 27/7, 3/8

Departure dates for free transfer

Box Hill 19/7, 26/7, 2/8, 16/8
St. Aubyn's 19/7, 26/7, 2/8
St. Mary's 19/7, 26/7, 2/8, 16/8
St. Swithun's 19/7, 26/7, 2/8, 9/8
Wycliffe 19/7, 26/7, 2/8, 16/8

A. Free arrival transfer

(Flight arriving between 09.00-18.00 on arrival day as specified above). Met at airport and driven to course centre.

London Heathrow London Gatwick
 Birmingham (Wycliffe only)

Terminal no. _____
Date of arrival _____ Arrival time _____
Flight no. _____ From _____
Special requirements _____

A. Free departure transfer

(Flight departing between 12.00-19.00 on departure day as specified above). Met at course centre and driven to airport.

London Heathrow London Gatwick
 Birmingham (Wycliffe only)

Terminal no. _____
Date of departure _____ Departure time _____
Flight no. _____ From _____
Special requirements _____

B. Special arrival transfer

(Available at extra cost for arrivals on dates and times NOT listed above). Met at airport and driven to course centre.

London Heathrow London Gatwick
 Birmingham (Wycliffe only)

Terminal no. _____
Date of arrival _____ Arrival time _____
Flight no. _____ From _____
Special requirements _____

B. Special departure transfer

(Available at extra cost for arrivals on dates and times NOT listed above). Met at course centre and driven to airport.

London Heathrow London Gatwick
 Birmingham (Wycliffe only)

Terminal no. _____
Date of departure _____ Departure time _____
Flight no. _____ From _____
Special requirements _____

C. Independent arrival

(Not arranged by Regent)

Date of arrival _____ Arrival time _____

C. Independent departure

(Not arranged by Regent)

Date of departure _____ Departure time _____

We cannot guarantee to meet you at the airport unless this form arrives at least 14 days before your course starts.

5. Signature of Parent or Guardian

Name _____ Signature _____ Date _____

Please mail or fax the completed form to the following address: Regent Young Learners, Imperial House, 40-42 Queen's Road, Brighton, BN1 3XB, UK Fax +44 (0)1273 718621 (or to our local representative)