

# International Application Form 2009/10



Please read the information on the back page of this form before completing.

If you need help completing this form, or there is anything you do not understand contact the International Centre through one of the following methods:

Telephone: +44(0)20 7565 1246

Fax: +44(0)20 8563 8574

Email: [intoff@wlc.ac.uk](mailto:intoff@wlc.ac.uk)

Overseas Representative: \_\_\_\_\_

Data Number						
College use only						

**Please complete the application form using BLOCK CAPITALS.**

**1. Course details** - Fill in the name of the course and level you would like to study in the box below.

Course Name	Level	When would you like to start

**2. Personal details**

Mr  Mrs  Miss

Surname or family name			
First name(s)		Date of birth	
Email	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Are you in possession of/or have applied for a visa as an overseas student?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Address in your home country			
Country		Nationality	
Home telephone		Mobile	
Are you currently in the UK?			Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes your address or contact address in the UK			
Postcode			
UK telephone		Mobile	



**7. Do you have a disability or learning difficulty?**

The College welcomes applications from people with special needs, and considers them on the same academic grounds as those from other candidates. It is helpful to know about your disability in advance, so that we can discuss the support you need at the College. The information you provide will be treated confidentially.

If you have a disability, learning difficulty or medical condition please tell us by ticking the boxes which are applicable to you:

- Dyslexia
- Blind/Partially Sighted
- Mental Health Difficulties
- Other Learning Difficulties
- Deaf/Hearing Impairment
- Chronic Illness
- Mobility Difficulties/Wheelchair User
- An unseen special need (eg. Diabetes, Epilepsy or Asthma)
- Other specific special need(s), please specify: \_\_\_\_\_

If you have given us information about a disability or learning difficulty, the College wishes to be able to pass this information on to other appropriate staff in the College, for example, those who will be teaching you.

**8. Ethnicity -** The following question is used only to monitor our equal opportunities policy to ensure it is effective. Your co-operation in completing this question is appreciated as it is used to check that all groups are treated fairly in order for us to make sure our courses and services meet your needs.

Please use a tick to indicate the ethnic group to which you see yourself belonging.

- Asian or Asian British - Bangladeshi
- Mixed - White and Asian
- Arab other
- Asian or Asian British - Indian
- Mixed - White and Black African
- Chinese
- Asian or Asian British - Pakistani
- Mixed - White and Black Caribbean
- Iranian
- Asian or Asian British - any other Asian background
- White British
- Iraqi
- Black or Black British - African
- White Irish
- Japanese
- Black or Black British - Caribbean
- White - European
- Latin/South/Central America
- Black or Black British - any other Black background
- White - Non-European
- Vietnamese
- White - Other mixed background
- Any other ethnic background
- Afghan
- Prefer not to disclose

Is English your first language?  Yes  No

If no, which languages do you speak: \_\_\_\_\_

**9. What we do with the information on this form?**

We will store your details on our database so that we can contact you about the course you have applied for. We may also use your details to contact you about the College, its news and events.

If you would prefer not to be contacted for this purpose please tick this box.

If you have given us information about a disability or a learning difficulty, the College will pass this information on to the Learning Support Team to enable them to arrange any necessary support you may need.

If you wish for them to keep sensitive information confidential and take advantage of this right, please tick the box.

Arrangements will be made to discuss this with you when you start at the College.

Please sign: _____	Date: _____
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Thank you for completing this application form. Please send to:  
**International Centre**  
**Gliddon Road**  
**Barons Court**  
**London W14 9BL**  
**UK**



Funded by:



**Only the student themselves must complete this form. They must sign the form to declare this.**

Once you have decided that Ealing, Hammersmith & West London College offers the course for you in the right learning environment, you can fill out an application form.

### International student tuition fees

The 2009-10 academic year tuition fees for students considered overseas (already living in UK or coming from abroad):

English as a Foreign Language (16 hours per week)	£2,900 per year
Postgraduate Diploma Courses	£5,400 per year
Foundation Degrees/Higher National Diploma Courses	£5,500 per year

**Please note:** Fees may be subject to change.

### What you need to know

When we receive your application form, along with copies of the certificates provided, it will be used to consider you for a place on your chosen course. Should you be unsuitable for your chosen course, the International Admissions team will consider you for a more appropriate course. After processing your application form, if you meet the entry requirements of the course we will write to you to offer you a place. We will then request a deposit or full fees.

### How much is the deposit payment?

£2,000 (or full tuition fees for courses lasting less than 1 academic year). When we have received your deposit or full fees we will then send you a visa letter. You should take this to the British Embassy or High Commission in your country of residence to support your application for entry clearance to the UK.

### Checklist: have you...

- Completed the application form in full?
- Attached copies of your certificates/references (including any English Language qualifications) to the application form?
- Read and understood the tuition fees and deposit payable?

If you are unsure about your ability to pay the deposit and tuition fees and whether you meet the requirements of a student visa, we advise you not to apply.

After reading the above, please return the form to the address given on the application form.

### What do I need to know about applying for a UK student visa?

To enter the UK as a student, you may need entry clearance, which means you must apply for a student visa at the British Embassy or High Commission in your country. All persons applying for a student visa must produce the following documents to show that they meet the entry requirements:

- a) a valid passport or travel document
- b) a College visa letter for a full-time course less than 6 months old and information from the College
- c) bank statements showing enough funds to cover the full tuition fees payable at the College and the costs of living in the UK up to a maximum of 9 months (if applicable) and held in the account for at least 28 days.

### What if I fail to get a visa?

You will need to consider carefully before applying to the College and if you meet the entry requirements to come to the UK on a (student) visa. If your application for a student visa is unsuccessful, and you wish to apply for a refund you MUST submit a refund application form, a copy of the Visa Refusal document given to you by the office which refused your visa and original visa letter from the College. The reasons your visa was refused will be taken into consideration by the College when you apply for a refund. If your visa is refused due to lack of preparation and/or forged documents you will not be eligible for a refund.

### How much is a refund?

This depends on the application process. Please refer to the offer letter for your specific refund entitlement. £500 of the deposit you paid the College is non-refundable. If you have paid £2,000 as a deposit, and qualify for a refund, only £1,500 will be returned to you.

The College is only able to pay refunds by cheque.

### Who can help me with my questions?

#### International Centre

You can contact us if you have any questions about your application. Our website also gives information on the application procedure for International Students.

#### International Centre

Gliddon Road, Barons Court, W14 9BL, London, UK

[www.wlc.ac.uk/wlc/international](http://www.wlc.ac.uk/wlc/international)

Telephone: +44 (0)20 7565 1246

Fax: +44 (0)20 8563 8574

Email: [intoff@wlc.ac.uk](mailto:intoff@wlc.ac.uk)

#### Overseas Representatives

Overseas representatives will help you prepare to come to the UK to study and assist you in further communications with the College. Overseas representatives might charge you for their counselling services. Details of the College's representatives can be found on our website.