

International Application Form 2018/19

If you are applying through a representative please include their name/organisation:

Please complete the application form using **BLOCK CAPITALS** in blue or black ink.

Only you the applicant must complete this form. You must sign the form to declare this.

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 team will recommend a more appropriate course for you where possible. 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 (this will be specified on your offer letter).

Applying for a UK Short-Term Study Visa (STSV)

This visa option is suitable for students who intend to come to the UK for a short period of time to study (maximum 11 months for English courses). Applicants applying for this visa will be issued with a supporting visa letter from the College.

The college is not currently able to sponsor students who require a Tier 4 visa to study in the United Kingdom. We offer support for students requiring a STSV to study in the UK.

What do I need to know about applying for a UK Tier 4 Student Visa?

To enter the UK as a student, you may need entry clearance, which means you must apply for a Tier 4 Student Visa at the British Embassy or High Commission in your country. All persons applying for a Tier 4 Student Visa must produce the following documents to show that they meet

the entry requirements:

- a valid passport or travel document
- a CAS number (issued less than 6 months ago) for a full-time course
- bank statements showing enough funds to cover the full tuition fees payable to the College, and the costs of living in the UK for up to a maximum of 9 months (if applicable) which must have been held in the account for a minimum of 28 days
- evidence of original qualifications used for assessment as listed on the CAS statement
- an approved Secure English Language Test

Further information on Tier 4 Student Visas and Student Visitor Visas can be found at www.gov.uk

What if I fail to get a 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 and a copy of the Visa Refusal document given to you by the office that refused your visa. The reasons for your visa refusal 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?

Your refund entitlement is outlined in your offer letter. Please ensure you read this letter and the refund policy carefully before making a payment to secure a study place on a course. Refunds are issued on a case by case basis.

Checklist: have you...

- Completed all required sections on this application form
- Ensured that your contact details are clear and correct
- Enclosed a clear passport photocopy
- Provided all documents mentioned in section 3 and certificates from your home country
- Enclosed with this application (if applicable):
 - CV
 - SELT
 - Academic qualifications
 - UK Visas
 - Passport

Signed section 11

Who can help me with my questions?

International Student Centre

You can contact us if you have any questions about your application. Our website provides further information for international students.

International Student Centre, Gliddon Road,
Barons Court, London W14 9BL, UK.

Telephone: **+44 (0)20 7565 1246**

Email: international@gspace.wlc.ac.uk

wlc.ac.uk/international

International Representatives

International representatives will help you prepare to come to the UK to study and assist you in further communications with the College. International representatives may charge you for their counselling services. Details of international representatives who can advise you on studying at the College can be requested by emailing international@gspace.wlc.ac.uk

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1a. Personal details

Male Female

Surname or family name (as on passport)		<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss
First name(s) (as on passport)	Date of birth	Age at start of course			
Nationality	Passport number				
Address in your home country	Current UK Address (if applicable)				
City	City				
County/State	County/State				
Postcode	Postcode				
Country	Country				
Telephone	UK Telephone				
Email					

1b. Parent /Guardian Details (for applicants under the age of 18)

Surname or family name (as on passport)	
First name(s) (as on passport)	
Relationship to you	Mother <input type="checkbox"/> Father <input type="checkbox"/> Guardian <input type="checkbox"/>
Address	
City	County/State
Postcode	Country
Telephone	Email

2. English as a Foreign Language (EFL)

<input type="checkbox"/> EFL	What is your current level of English? <input type="checkbox"/> Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced
	When would you like to start an English course? DD/MM/YY
	How many hours per week would you like to study? <input type="checkbox"/> 16 <input type="checkbox"/> 20 <input type="checkbox"/> 22 <input type="checkbox"/> 1-1 study session per/week (extra)
	How many weeks would you like to study?
<input type="checkbox"/> EFL Summer School	<input type="checkbox"/> Ealing Green College only
Full Time General English (15hrs) & Pronunciation (5hrs)	Select course type (minimum 4 weeks): <input type="checkbox"/> 4 weeks (£720) <input type="checkbox"/> 5 weeks (£900) <input type="checkbox"/> 6 weeks (£1,080) <input type="checkbox"/> 7 weeks (£1,260) <input type="checkbox"/> 8 weeks (£1,440)
	Select start date: <input type="checkbox"/> 1 July <input type="checkbox"/> 8 July <input type="checkbox"/> 15 July <input type="checkbox"/> 22 July <input type="checkbox"/> 29 July
	Please indicate if you wish to study: <input type="checkbox"/> Business English <input type="checkbox"/> IELTS <input type="checkbox"/> FCE <input type="checkbox"/> CAE

3. Immigration Information

a. Will you need a visa to study in the UK? Yes No

UK Immigration History

b. Do you hold a current UK visa? Yes No

c. Have you been previously granted a UK visa? Yes No

If you have answered 'Yes' to any of the above questions, please complete section below, as applicable.

We must receive details of all previous periods of study in the UK. In addition to the information in this section, you must provide us with:

- a scan of each visa and/or biometric card
- a scan of each CAS or visa letter issued by your Sponsor or place of study
- a scan of any refusal letters

Scans of all visas provided? Scan of all CAS / visa letters provided?

d. Have you been previously denied entry to the UK? Yes No

If you have answered 'Yes', please provide details and copy of the Reasons for Refusal Letter issued by the UKVI.

4. Qualifications and results – Add details of your qualifications and results. Please start with your most recent qualification and attach copies of certificates and transcripts. You must bring all the original documents as listed on your CAS when you enrol. All documents must be translated into English and certified/verified.

Dates		Institution's Name	Country	Course Title	Grade
Start Date Month/Year	End Date Month/Year				

5. English Language Test – If you have taken an English Language test or intend to take one, please complete the section below:

Date on Certificate	Examination (e.g. IELTS or other)	Grade		
		Overall score	Achieved	Expected

Please attach a copy of above English Language test if you have taken one: Copy provided

7. Applicant's Intention

Please indicate your career objectives once you have completed the course:

Why did you choose to apply to Ealing, Hammersmith & West London College?

Please clearly state why you want to study in the UK and not in another country such as Australia, Canada or USA?

You must be aware that you should have sufficient funds available to cover your living expenses for the entire duration of your study period. Please write here the amount you understand to be needed to cover your monthly expenses:

£

Who will pay your tuition fees? (please tick):

- Self funded Government sponsored
 Funded by parents. Please state your parents' occupations:

Please tick and sign below to confirm that you are aware that you are expected to attend 100%, and failure to achieve this can lead to your enrolment on the course and at the College being terminated.

- I confirm I am aware about the minimum compulsory attendance requirement to remain enrolled at the College.

Please sign:

8. 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 College. The information you provide will be treated confidentially.

If you have a disability, learning difficulty or medical condition please tick all relevant boxes:

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

9. How did you hear about the College?

- Friend Media (adverts, exhibitions etc.) Website Representative Other

Please give brief details of the above source (e.g. name of friend, representative, website etc.)

10. Confidentiality

Student information/Accommodation data is held on computer and manual filing systems during our time working with students at the College. After you have registered with us as an applicant or use other services, the College will occasionally make your information available to external agencies e.g. overseas agents, accommodation providers, parents of students and government agencies.

You can find out more and discuss limiting the way your personal information is to be used by contacting the college. Ealing, Hammersmith and West London College is registered under the Data Protection Act 1998.

You can see a full copy of on the Data Protection Policy on request.

11. Applicant Submission

By signing this document, you confirm that all the information provided is correct.

Applicant's Signature:	Date:
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Please note that if you are under 18 or financially supported by your parents they will also need to sign your application.

Parents/Guardian Signature:	Date:
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Thank you for completing this application form.

Please send to: International student Centre,
Gliddon Road,
Barons Court,
London,
W14 9BL,
UK.

Email: international@gspace.wlc.ac.uk