



Attach Photo

## Application Form

Please complete this form in **BLOCK CAPITALS**

Student Ref./ID: \_\_\_\_\_/\_\_\_\_\_ (for office use only)  
UKBA CAS No. \_\_\_\_\_

### Instructions:

The purpose of this enrolment form is to obtain the information we need to enrol you on to a suitable learning programme.

We also need to collect information from you which is required from the UKBA and other UK government agencies and departments.

Complete all sections of the form printing your answers clearly in pen, or tick the box that applies to multi-choice questions, and

- Attach a recent passport size photograph of yourself to the form (if sending electronically, attach photograph to email)
- Attach notarised/attested copies of qualifications being used for the entry to the study programme
- Read the Terms and Conditions
- Sign and date the Form
- Pay Registration Fee and fee deposit

### Personal Details:

Title: Mr. Ms. Miss Mrs. Dr. Other		Date of Birth:	
First Name		Gender:	Male / Female
Family Name		Place of Birth	
Nationality:		Passport No.	
UK Visa Expiry Date		Passport Expiry Date	
<b>Home Address overseas:</b>		<b>Current UK Address:</b>	
Post Code:		Post Code:	
Email:		UK Tel. No:	
First date of entry into the UK:		Next of Kin (Name and Contact No.)	
Agent details:			

### Course Applying For (Please write below the subjects that you are interested in studying:

Course/Program Title (e.g. Diploma, Advance Diploma, English etc)	
Subject (e.g. Business, IELTS)	



# ANGLO SKILLS COLLEGE

Suite 2D, The Hub, 40 Friar Lane, Nottingham, NG1 6DQ  
 Tl/Fax: +(44) 115 948 3339 - Email: admin@angloskillscollege.co.uk  
 www.angloskillscollege.co.uk

Private  
Further  
Education

Anglo Skills College  
 Certification N°.108  
 Educational Oversight 2012  
 educationaloversight.co.uk/108

Mode of Study: Full Time/Part Time/Short Course

## Language Information:

What is your first language?		
<b>English Level:</b>		<b>Grade/Level/Score</b>
TOEFL		
IELTS		
General English		

## Academic Information: (Home Country and UK Qualification)

Previous or Current Colleges/ Schools	Dates		Qualification Obtained  (Include year, subject, level & any actual results, if you have predicted results available, please list these also, clearly marked as 'predicted')
	From	To	



## Work Experience in the Relevant Field:

*(Please give details of any previous or current work experience and employment)*

Organisation Name	Dates		Designation / Responsibilities
	From	To	

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## Immigration History:

Have you ever been refused a visa for any country including the UK? Yes  No

If "yes" please provide details

Have you ever been refused entry on arrival to the UK? Yes  No

If "yes" please provide details

Have you ever been deported, removed, or required to leave any country, including the UK?

Yes  No

If "yes please provide details



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**Personal Statement:** Please provide information on why you would like to study the course, why you should be accepted and your interests and hobbies.



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## Please provide following documents for registration

- A copy of valid passport
- 3 passport size photographs
- Copy of qualifications
- Completed Enrolment Form
- A copy of your C.V.
- Financial Evidence (Bank Statements etc)

## Payment

In case of eligibility, you will be asked to confirm acceptance of your place and secure it by paying 50% of the course fees. Once we have received this deposit, an acceptance pack will be sent to you. Fees can be paid by bank draft, cheque or bank transfer. Cheques and bankers drafts should be made payable to 'Anglo Skills College Ltd'.

Method of Payment (Please tick) Bank Draft  Bank transfer  Cheque

### Bank transfer Details:

#### Bank Identity Name:

BIC: LOYDGB21069

Sort Code: 30-96-18

Reference: Student Name and Number

IBAN: GB19 LOYD 3096 1841 6048 68

Account Number: 41604868

## Ethnic Origin / Disabilities:

This information will help us monitor our Equal Opportunities Policy. Please tick the category which is appropriate to you.

Arab – Middle Eastern	<input type="checkbox"/>	Mixed – White & Asian	<input type="checkbox"/>
Asian– Chinese	<input type="checkbox"/>	Mixed – White & African	<input type="checkbox"/>
Asian – Indian	<input type="checkbox"/>	Mixed – White & Caribbean	<input type="checkbox"/>
Asian– Pakistani	<input type="checkbox"/>	Mixed – Other	<input type="checkbox"/>
Asian – Other	<input type="checkbox"/>	White – European	<input type="checkbox"/>
Black– African	<input type="checkbox"/>	White – Irish	<input type="checkbox"/>
Black– Caribbean	<input type="checkbox"/>	Other	<input type="checkbox"/>
Black– Other	<input type="checkbox"/>	If other please state:	<input type="checkbox"/>

Anglo Skills College welcomes applications from people with disabilities and/or special support requirements. If you have any needs which we can help you with, please tick the relevant category or write in the space provided:

\_\_\_\_\_

Mobility Difficulties	<input type="checkbox"/>	Mental Health Issues	<input type="checkbox"/>
Dyslexia	<input type="checkbox"/>	Hearing/Visual Difficulties	<input type="checkbox"/>
Other (Please State)	<input type="checkbox"/>		<input type="checkbox"/>



Do you require any assistance when you attend an interview at the College e.g. interpreter, wheelchair access?

Thank you for completing this application form. An interview will be arranged for you with an appropriate member of staff at the College. Please bring proof of your previous qualifications or training to the interview, if you have any.

### **Terms and Conditions**

- Full time students are required to attend the college for a minimum of 16 hours per week.
- Students are expected to attend all lectures, however we accept that in some instances this may not be possible (e.g. illness), minimum attendance required is 90%.
- All assignments must be handed in on time and students must co-operate fully with all members of staff.
- If students fail to comply with the standards set by the college, in accordance with the UKBA Tier 4 Sponsorship requirements, then he/she will be reported to the UK Border Agency.
- The course fee must be paid in full before commencing studies, unless an instalment plan has been agreed.
- Students unable to join their courses by the scheduled date must inform the college in writing at least two weeks prior to the starting date of the course. Any application for deferment of the starting date, which is not received within the specified time, will only be accepted at the discretion of College.
- No student will be enrolled on a course until their application has been approved by academic board of the College.
- Students who have paid fees and have been refused a student visa will be eligible for a refund upon confirmation from the British High Commission. However, an administration fee of £150.00 will be retained.
- Students who are late in starting their course will not be entitled to any refund, or reduction in tuition fees; this also applies where students have been absent from class for a period of time and where they may not have been attending all the subjects for which they have been enrolled. In the event of a student being dismissed by the college, fees will not be refunded.
- The College reserves the right not to run a particular course due to the unavoidable circumstances and to transfer students to an alternative course.
- The College reserves the right to make changes to the structure and content of courses.
- The College reserves the right to refuse admission to any student.
- Absence due to illness must be supported by a medical certificate provided by a doctor
- Students are required to keep the college informed of any change of circumstances.

### **Declaration:**

I confirm that all information supplied on this form is correct to the best of my knowledge. Should any of the above statements prove to be incorrect the College reserves the right to withdraw any offer made or cancel any subsequent



registration with the College. I have read the guidance notes; I undertake to be bound by the terms set out in it and I give my consent to the processing of my data by.

Student's Signature		Date:	
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**Return ALL corresponding documents to:**

**Anglo Skills College  
The Hub, Suite 2D,  
40 Friar Lane,  
Nottingham,  
Nottinghamshire,  
NG1 6DQ  
England**

**Evidence check:**

- A copy of valid passport
- Copy of qualifications
- English Language Proficiency
- Telephonic/General Interview
- Country Home Address
- Completed Enrolment Form
- A copy of your C.V. (optional)
- Financial Evidence (Bank Statements etc)



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## **For Office Use Only:**

Student Reference Number	
Date Application Received	
Course Applied for	
Academic Panel Offer Decision (None/Conditional/Unconditional)	
Additional Comments	
Signature of Authorising Officer (s)	
Date	