

INTERNATIONAL STUDENT APPLICATION FORM



Cheshire College
South & West

Please complete all sections of the form using **BLOCK CAPITALS**

LEARNER DETAILS

Title Ms Miss Mrs Mr Other Date of Birth / / Gender Male Female

First Name (as in Passport) Surname

Nationality Passport Number

Home Address

Local Address or Agency Address

City Postcode

City Postcode

Country

Country

Telephone No (inc. Country Code)

Telephone No (inc. Country Code)

Other Tel / Fax No

Other Tel / Fax No

Email

Email

Name and Address of Sponsor/ Fee Payer, Parent, Guardian (If applicable)

Home Address

City Postcode Country

How did you find out about Cheshire College - South & West?

- Agent School Agency Advertisement Website British Council
 Other* *Please specify

COURSE CHOICES

Please enter details of your chosen course(s) below:

Course Code If known	Course Title	Start Date	Duration
.....
.....
.....
.....

ENGLISH LANGUAGE PROFICIENCY

Have you studied in English before? Yes No If yes, state number of years Hours / week

Have you taken an IELTS/TOEFL or similar exam? Yes No If yes, state exam date Result

MEDICAL DISCLOSURE

Do you have a condition which may affect your health or safety whilst on your course at College? Yes No (e.g. allergy, epilepsy, diabetes or other medical condition)

If yes, please give brief details:

ACCOMMODATION

If you require accommodation we will send you an accommodation form to complete.

Do you need us to arrange your accommodation? Yes No

If yes, please state your preference: Family Homestay Rented Accommodation

Please specify the name of the agent who is helping you with your application:

DECLARATION BY SIGNING THIS LEARNING CONTRACT ALL LEARNERS AGREE TO THE FOLLOWING:

Health & Safety: Students are required to abide by the provisions of the Health & Safety at Work Act, and adhere to Cheshire College - South & West's Environmental, Health & Safety policies and procedures.

Data Protection: The information that you supply in your application is confidential. It will be used for recruitment and selection, marketing, equal opportunities monitoring and statistical returns. If you are successful, it will also form the basis of your personal file and may be held on computer and on manual records.

Declaring Criminal Convictions: This College is committed to the fair treatment of all its learners and welcomes applications from a wide range of individuals including those with criminal convictions. Having a criminal conviction will not necessarily prevent you from studying at the College but failure to disclose an "unspent" criminal conviction will result in you being withdrawn from the application process or from your course.

Do you have any 'unspent' convictions? (please tick) Yes No

Additional Information: Please note that if you are under 18 when you start your course, we will be sharing information with your parent(s)/guardian(s) on your attendance, progress and any disciplinary issues for the duration of the course. If there are any circumstances where this would not be appropriate, please tick the box, so that it can be discussed with you at interview.

Applicant's Signature Date

Parent's Signature
(where student is under 18) Date

THANK YOU FOR YOUR APPLICATION

PLEASE SEND ALL DOCUMENTS TO:

**International Office
Cheshire College - South & West
Dane Bank Avenue
CREWE CW2 8AB
United Kingdom**

CONTACT US

**Tel: 0044 (0)1270 654654
Fax: 0044 (0)1270 651515
Email: international@ccsw.ac.uk
Web: www.ccsw.ac.uk**

FOR OFFICE USE ONLY

Date Application Received

Courses offered

Conditions attached

Confirmed by Director of Faculty

Date

Notes

APPLICATION AND ADMISSION PROCEDURES AND TUITION FEES FOR PAYMENTS FOR INTERNATIONAL STUDENTS



Cheshire College
South & West

- 1 Complete the International Student Application Form overleaf, or download an interactive PDF version from our website. www.ccsw.ac.uk
- 2 Send the application form to the International Office, either by post or by email. Remember to include copies of any relevant certificates/mark-sheets (and 4 examples of art work if you are wishing to study any Art & Design courses).
- 3 Please attach 2 passport size photographs to the application form.
- 4 Once received, we will process your application. If you meet the requirements of the course you have chosen, we will issue you with a **Conditional Offer letter**, offering you a place on the course and explaining what you need to do next.
- 5 Upon receipt of the offer letter you will need to meet the conditions mentioned (academic and/or financial conditions).
- 6 If you have any academic conditions, you will have to inform us as soon as you receive your examination results. At the same time you will have to make a tuition fee deposit payment as requested in your conditional offer letter.
- 7 Once we are happy with your academic results (if applicable) and at the same time we receive your tuition fee deposit payment, we will issue you with the **Unconditional Offer letter** or a C.A.S. Number. This will secure a place on the course that you have been accepted on and will allow you to apply for your Student Visitor Visa or Tier 4 General Student Visa (where applicable).
- 8 Tuition fee payment – The remaining amount of your fees must be paid in full within two weeks of your enrolment.
- 9 Students who have not paid their tuition fees will not be allowed to continue on their course and the College will notify the UK Home Office (Visa). The College will not be responsible for any fees paid to an agent. Students who enrol on additional courses will have to pay a separate fee. Students who enrol on a two year course will pay any increase in tuition fee in the second year of their study (if applicable).
- 10 Refunds: all regulations in terms of tuition fees payments will be stated in the **Conditional Offer letter**.

PLEASE NOTE

- The tuition fee deposit is NOT an extra charge; it is included in your tuition fees.
- The Unconditional Offer or C.A.S Number and accommodation letters are all required for your Visa interview.
- Please contact your nearest British Council/High Commission or access their website to find out what else you need to take with you to your interview.

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Cheshire College - South & West
Dane Bank Avenue
CREWE CW2 8AB
United Kingdom

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