

2nd Floor, Cedar House, Fairfield Street, Manchester, M1 3GF
0044 (0)161-236-5551 info@excel-college.com

PERSONAL DETAILS

First Name _____ Family Name _____

Male Female Married Single Nationality _____

Date of Birth _____ Passport Number _____

Email Address (please write in capitals) _____

Address in Home Country -Street and Number _____

_____ Town _____ City _____

Country _____ Zip/Post Code _____

Address in the United Kingdom- Street and Number _____

_____ Town _____ City _____

Country _____ Zip/Post Code _____

Overseas Telephone Number: _____ Mobile Number in UK _____

Name of Family/Friend _____ Family or Friend Mobile Number _____

Do you need a visa to stay in the UK? YES/ NO

If yes, what visa do you have/ will apply for? Tier 4 General Visa/ Student Visitor / Extended Student Visitor / Tourist/ Dependant or Spouse/WorkPermit/PSW _____

COURSES Which course will you apply for?

✓	COURSES	START DATE	FINISH DATE
	General English Morning (15 hr / week)	dd/mm/yy	dd/mm/yy
	General English Afternoon (15 hr / week)	dd/mm/yy	dd/mm/yy
	IELTS Morning (15 hr / week)	dd/mm/yy	dd/mm/yy
	IELTS Afternoon (15 hr / week)	dd/mm/yy	dd/mm/yy
	30 hr / week super-intensive courses	dd/mm/yy	dd/mm/yy
	21 hr / week intensive courses	dd/mm/yy	dd/mm/yy
	9 hr / week part-time courses	dd/mm/yy	dd/mm/yy
	6 hr / week part-time courses	dd/mm/yy	dd/mm/yy
	One to One lessons (total hours and when to have lessons)		
	IELTS Mock Exam (please give preferred date);	dd/mm/yy	

About you and Excel College

How did you hear about Excel?

What attracted you to Excel?

What are your study aims of Excel College?

TERMS AND CONDITIONS

1. The entire course fees must be paid before the course starts, or the enrolment will be cancelled and there will be no refund. If applying for Tier 4 or student visitor visa, all the fees must be paid before we can issue a visa/CAS letter. Payments can be made by credit/debit card (for card payment, they can only be made in person) cash, or bank transfer.

Our bank details are: Bank HSBC Account Name: Xinlung Group, Account Number: 91482165, Sort Code: 40-31-30, Swift Code: MIDLGB2144W, IBAN Number: GB38MIDL40313091482165, Bank Address: 348 Oxford Road, Manchester M13 9NG.

2. No instalments are allowed, for visa students if you refuse to pay, UKBA will be informed and you will be reported to the relevant authorities.

3. Refunds: You may only request a refund if your visa application is refused by UKBA. We do not give any refunds for cancellation or change of mind- they are non refundable. You will lose any money you have already paid. Refunds will not be authorised 12 months after the date of purchase. We will not issue any refund if you have been refused for reasons of fraud or deception. To claim a refund the complete UKBA's refusal letter must be submitted and we may require the original copy if the email or fax copies are not clear. You will not be granted a refund without the complete UKBA's refusal letter. We will apply a £150.00 admin fee to all refund claims. If we permit the refund you will receive course fees paid minus the £150.00 admin fee.

4. Change of course: if you want to change to a cheaper course we will not give you refund. You may change to a more expensive course by paying the difference.

5. Transfer: you cannot transfer your fees to any other people.

6. Defer start: you may wish to delay your course to a later stage but it is our decision if you can do so. The maximum time allowed for deferral is 3 months. We may not be able to offer the original course you booked.

7. You must be 18 or over to apply for our courses. You must inform us of any disability or special needs before making an application. We will refuse your application if you fail to do so.

8. I agree that I have read and understood the College's terms and conditions as stated in the College's website (www.excel-college.com)

9. I have discussed with the College about my disability and special needs if applicable.

10. I have included/sent/attached all the documents relevant to my application such as:

- a) Passport copy
- b) Application form signed and dated (see below)
- c) Bank statements (if applying for Tier 4 visa)
- d) Secure English Language Test Certificate (if applying for Tier 4 visa)
- e) Any other qualifications (school, college, university) that you feel are relevant to this application.

Signature _____ Date _____

Office Use Only

Course Code _____ No of Weeks _____ Course Type: F/T P/T Course Fees _____

Date	Fees received	Balance	Date	Fees received	Balance