

Rastrick Independent School

GCSE Adult Enrolment Form

Adult learner, weekly, all year-round courses



Please complete in **BLOCK CAPITALS**.

Personal details

Student's name	<input type="text"/>
Date of Birth	<input type="text" value="Day"/> / <input type="text" value="Month"/> / <input type="text" value="Year"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Telephone	<input type="text"/>
Email	<input type="text"/>

Course information

I would like to enrol on the following course(s):

Please state what your preferred times would be for tuition to take place. If the course you would like to enrol for requires two or three lessons a week please state the preferred times for each lesson. We will endeavour to meet your needs but this may not always be possible, therefore please suggest alternative times. If you are available for all sessions, then please state. All courses/ programmes and private tuition lessons are available at the following times:

Monday-Friday: 16.00-17.00, 17.15-18.15

Saturday: 09.00-10.00, 10.15-11.15, 11.30-12.30

Tuition is also available during the week at times to be arranged on an individual basis

Number of lessons per week:	<input type="text"/>
Preferred times:	<input type="text" value="Evenings/Weekends"/>
Second option times:	<input type="text"/>

Academic Information

Key areas for development or specific tuition:

Do you have any special requirements or educational needs?

Other Information

Any medical/food allergy/medication information of which the college should be aware?

Any additional notes about your academic attainment:

Conditions of Acceptance

Please read and sign below.

- 1) The balance of fees is due before the first day of the course. This must be paid in 4 weekly instalments and dates for further payments will be agreed. We cannot accept weekly payments.
- 2) Payment may be by cash, cheque or credit/debit card. Payment by card will incur a 1% charge.
- 3) If a student cancels a session for whatever reason, there will be no refund. If the college is forced to cancel a session it will be re-arranged or refunded.
- 4) Subsequent payments are non-refundable and any exception to this provision will be made only at the discretion of The Head Teacher.
- 5) Public examination fees are not included in the tuition costs.
- 6) If special access arrangements are required for examinations it is your responsibility to inform us of this at the time entries are made. They may incur additional costs if specialist invigilators are required.
- 7) The College reserves the right to refuse entry to public examinations if tuition fees and examination fees have not been paid in full and/or if a student fails to meet the satisfactory level of work, attendance or performance.
- 8) All tutorial sessions must be booked through the College office (01484 400344). Tutors and students must not make private arrangements for tuition.
- 9) Timetables and fees may be altered at short notice should circumstances demand it.
- 10) Rastrick Tutorial College and its servants and agents will not be liable for loss, damage or injury to persons or property, however caused, save only where liability is expressly imposed beyond exclusion by statute.
- 11) Rastrick Tutorial College will not be liable in the event that any service or contracted to be supplied by itself, its servants or agents becomes impossible to supply by reason of industrial dispute or other cause outside its control.
- 12) The college reserves the right to dismiss any student whose standard of work or conduct is unsatisfactory. Under these circumstances, fees for the remainder of that term remain payable.
- 13) The college cannot accept responsibility for any situation arising, directly or indirectly, as a result of a failure to disclose, in writing, any material information regarding the academic or personal situation of the applicant, including all health issues.

Signed

Date

Name

Thank you for taking your time to complete the enrolment form. Please return to:

Rastrick Tutorial College, Ogden Lane, Rastrick, Brighouse, West Yorkshire, HD6 3HF
Or via email: info@rastrick-independent.co.uk

If you have any queries please contact us on: 01484 400344

FOR OFFICE USE ONLY:

Date paperwork received:	
Payment made:	Cash/cheque/credit card/debit card
Cost of session:	
Dates of sessions agreed and notified in writing:	
Future payment dates agreed and notified:	
Examination entries required:	YES/NO
Examination paperwork completed:	
Examination fees paid:	
Examination entries made:	

Rastrick Tutorial College

Ogden Lane, Rastrick, Brighouse, West Yorkshire, HD6 3HF
Telephone: 01484 400344 Fax: 01484 718318 Email: info@rastrick-independent.co.uk
www.rastrick-independent.co.uk