



## English Programme Booking Form

### Part 1: Your Personal Information:

Given Name:

Family Name:

Date of Birth:

Male/Female:

Passport Number:

(Please attach a copy of your passport)

**Address in your home country (even if you live in the UK, please give us this address):**

Telephone:

Mobile:

Email:

Address in the UK (for students who are living in the UK):

Telephone:

Mobile:

Email:

**Emergency Contact (a friend or family member who we can contact):**

Name:

Relationship (e.g. Mother):

Address:

Telephone:

### Part 2: Course Details:

Start date:

End Date:

Number of weeks (minimum 4):

Hours p/w:

15

17

19

21

Notes/Special requests:

Holiday (must be taken during College holidays i.e. Half Term, Easter holidays etc):

### Part 3: English Examinations: taken / to be taken before arrival in the UK

Subject/Type of test	Date taken	Results

**Part 4: Agent's Information: (if applicable)**

Name of Company: \_\_\_\_\_ Office (if not head office): \_\_\_\_\_

Name of Agent: \_\_\_\_\_ Email: \_\_\_\_\_

**Part 5: Accommodation:**

Do you require accommodation? Yes No (Please circle)

If yes, please complete an Accommodation Booking Form, this can be found on our website.

**Accommodation Deposit (£150) to be paid on arrival to Guildford College (to guarantee against damages, breakages and spillages in the home stay and will be refunded on departure).**

**Part 6: Airport Transfer**

Is an airport transfer required (Heathrow / Gatwick)? One way: £80 Return: £150

**Part 7: Payment:**

Payments can be made at the Finance Office by cash/credit card/cheque or internationally by credit card or bank transfer.

Payment by Credit/Debit Card (all cards accepted except American Express)

Card Type: \_\_\_\_\_ Name on Card: \_\_\_\_\_

Start Date: \_\_\_\_\_ Expiry date: \_\_\_\_\_ Issue number (UK Maestro only)

Card Number: | | | | | | | | | | | | | | | | | |

Payment by Bank Transfer:

Bank: Lloyds Bank  
Sort Code: 30-93-74  
Account Number: 04070236  
Account Name: Guildford College of F & HE

For our reference please give the following details to your bank to identify the transaction and e-mail a copy of the transaction confirmation to [international@guildford.ac.uk](mailto:international@guildford.ac.uk)

**Please read all the Terms and Conditions before signing this form. By signing this form you agree to all the terms and conditions of booking, enrolment and paying at Guildford College. Terms and conditions can be found on our website. For students under 18, a parent or guardian should sign on behalf of the student and give personal details above.**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please return this signed form to us and attach all relevant information by e-mail to [international@guildford.ac.uk](mailto:international@guildford.ac.uk), or send it to us at:  
International Centre, Guildford College, Stoke Road, Guildford, Surrey, GU1 1EZ, UK**