

REGISTRATION FORM

Personal Details:

Miss Mrs Mr

Family Name: First Name:

Date of birth: Nationality

Address:

Town/City Post/Zip Code Country

Tel. Fax E-mail

Education:
 High School/Secondary School College/University

Have you studied English before? Yes No

If yes, where?

What is your level of English? (See Level Definitions below)

Level Definition	Description
Beginner	I have no knowledge of English
Basic (A1)	I can only express and understand very basic concepts in English.
Pre-Intermediate (A2)	I can express myself simply and understand familiar situations.
Lower Intermediate (B1-)	I can construct simple sentences and understand the main points of a conversation, but I need more vocabulary.
Intermediate (B1+)	I speak and understand quite well and use basic tenses. I am not comfortable with more complex grammar structures and vocabulary.
Upper Intermediate (B2-)	I can communicate accurately but make quite a lot of mistakes and I don't always understand.
Operational (B2+)	I speak and understand well but make mistakes. Sometimes, I don't make myself understood.
Advanced (C1)	I speak and understand very well but I occasionally struggle with unusual situations.
Fluent (C2)	I can speak fluently and understand perfectly.

How did you hear about us?

Work Details:

If you are booking via your company, please let us have the following information:

Employer's Name

Work Address:

Tel. Fax Work E-mail

Job/Position Training/HR Manager's Name

Select your Course

Course Details	Start Date	End Date	Weeks	Cost/week	Total Cost
1				£	£
2				£	£
3				£	£
4				£	£
5				£	£
Registration Fee:					£ 40.00
TOTAL COST OF COURSE(S) inc Reg. Fee:					£

Accommodation

Would like us to arrange your accommodation? Yes No

Please select your accommodation:

- With a Hosting Family
- In a Hall of Residence (July & August) only
- In a Hotel (please indicate the type of hotel you would prefer)
 - * ** *** **** *****

In a Serviced Apartment

Do you have any dietary requirements?

If yes, what are they?.....

Do you smoke? Yes No

Accommodation Type	Start Date	End Date	Weeks	Cost/week	Total Cost
				£	£
Accommodation Registration Fee:					£ 40.00
TOTAL COST OF ACCOMMODATION inc Reg. Fee:					£

Please note that we cannot display the exact cost for hotel and serviced apartment accommodation as prices vary depending on the time of the year. The rates shown on the Accommodation page are indicative only. The total accommodation cost will be indicated on the final invoice.

If you need further information, please do not hesitate to contact us.

Transfer If you would like us to arrange your transfer, please contact us.

Payment

Calculation

Course Fee(s)	£
Registration Fee	£ 40.00
Accommodation	£
Accommodation Reg. Fee	£ 40.00
TOTAL COST	£

Payment Type

For all courses booked for less than 4 weeks, we require payment in full at the time of booking.

If you register **for** more than 4 weeks, we require **you to** pay a deposit on course fees and accommodation, if arranged by the school. If you wish, you can also settle the total amount of your stay now.

- I would like to pay the fees in full now.
- I would like to pay the £ 800 deposit on the course fees (if accommodation is not arranged by the school).
- I would like to pay the £1000 deposit on the course and accommodation fees.

The balance of the fees and accommodation will be paid in full 30 days before the course starts.

Methods of Payment

You may pay by:

- Cheque:**
In GB Pounds Sterling drawn on a British bank. Please enclose cheque with your Registration Form.
- Bank Transfer:**
Please enclose a copy of the bank payment form. Please make sure all bank charges are paid at your end.
Sterling Account: 63785803 Sort Code: 01 30 99 IBAN: GB85NWBK01309963785803 Swift Code: NWBKGB2L
- Credit or Debit Card:** Visa Mastercard Switch Solo
Card number
Valid from **Expires**
Security code (the last 3 digits printed on the back of your card).
Name on card (if not your own)

I authorise Active English Academy to charge my credit card with the amount(s) indicated above.

Please make a booking for the course(s) indicated. I have read and accepted Active English Academy's Terms of Registration.

Signature:

Date:



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