

## 1. Please select the size of your family below:

	1	2	3	4
Adults (16 years +)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Children (5*-15 years)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other family size/combination. Please detail: .....

A family should be made up of at least 1 parent/guardian and 1 child aged 5-15 years old, and there should be a maximum of 3 children per adult. Older siblings aged 16+ may join their parents for the adult programme and should be listed above as an adult accordingly.

\*Children aged 5-6 accepted at the St Giles London & Cambridge Family courses only. The age range at all other family centres is 7-15 years old.

## 2. Please tick the weeks that you wish to study at your chosen centre (minimum 1 week):

	21st June	28th June	5th July	12th July	19th July	26th July	2nd August	9th August
Brighton†	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
London Central†	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cambridge			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
New York City†		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

†Platinum Executive Business English course upgrades available here.

## 4. Your details (please continue on a separate sheet if necessary):

Family address .....

City ..... Postcode ..... Country .....

Telephone number ..... Email address .....

Name, telephone number (24 hours) and email address of person to contact in the case of an emergency .....

### Please complete the details below for each family member:

#### Adult family member 1

First Name ..... Family Name.....  Male  Female

Date of Birth ..... Age..... Nationality ..... First language .....

Passport number ..... Passport expiry date .....

What is your present level of English?

Beginner  Elementary  Pre Intermediate  Intermediate  Upper Intermediate  Advanced

For how long have you been studying English? ..... months/years

Please tick your required package\*:  1. Full package  2. Day package plus  3. Day package only

Do you require tuition? (adults only)  Yes  No

Would you like to upgrade to a Platinum Business Executive course? (adults only, not available in Cambridge)  Yes  No

#### Family member 2

First Name ..... Family Name.....  Male  Female

Date of Birth ..... Age..... Nationality ..... First language .....

Passport number ..... Passport expiry date .....

What is your present level of English?

Beginner  Elementary  Pre Intermediate  Intermediate  Upper Intermediate  Advanced

For how long have you been studying English? ..... months/years

Please state your relationship to Adult Family Member 1 .....

Please tick your required package\*:  1. Full package  2. Day package plus  3. Day package only

Do you require tuition (adults only)?  Yes  No

Would you like to upgrade to a Platinum Business Executive course? (adults only, not available in Cambridge)  Yes  No

#### Family member 3

First Name ..... Family Name.....  Male  Female

Date of Birth ..... Age..... Nationality ..... First language .....

Passport number ..... Passport expiry date .....

What is your present level of English?

Beginner  Elementary  Pre Intermediate  Intermediate  Upper Intermediate  Advanced

For how long have you been studying English? ..... months/years

Please state your relationship to Adult Family Member 1 .....

Please tick your required package\*:  1. Full package  2. Day package plus  3. Day package only

Do you require tuition (adults only)?  Yes  No

Would you like to upgrade to a Platinum Business Executive course? (adults only, not available in Cambridge)  Yes  No

#### Family member 4

First Name ..... Family Name.....  Male  Female

Date of Birth ..... Age..... Nationality ..... First language .....

Passport number ..... Passport expiry date .....

What is your present level of English?

Beginner  Elementary  Pre Intermediate  Intermediate  Upper Intermediate  Advanced

For how long have you been studying English? ..... months/years

Please state your relationship to Adult Family Member 1 .....

Please tick your required package\*:  1. Full package  2. Day package plus  3. Day package only

Do you require tuition (adults only)?  Yes  No

Would you like to upgrade to a Platinum Business Executive course? (adults only, not available in Cambridge)  Yes  No

*\*See page 44 of our Junior Summer Courses & Family Courses brochure for more details on these packages.*

From friends  From advertisements  St Giles Website  Overseas Partner (please specify) .....

Other (please specify) .....

We would love to stay in touch with you. Please tick this box if you do not wish to receive our e-newsletters, unique special offers and other marketing communications from St Giles International.

#### 6. Supplementary information:

Does anyone in your family have any allergies or medical conditions that the school and homestay should know about? If so, please detail any special requirements:.....

Does anyone in your family require a special diet (e.g. vegetarian)? .....

Please tick if you **do not** want the following in the homestay:  Cats  Dogs  Smoking

#### 7. Accommodation:

Do you need accommodation?  Yes  No Would you like St Giles to arrange this for you?  Yes  No

Breakfast-only Homestay  Half-board Homestay\*

*\*Breakfast-only is included in the full package price. Half-board Homestay is an extra £40 / US\$80 per person per week.*

Please tick if you would like to stay in a hotel or apartment instead of Homestay accommodation (details and prices upon request).

*Please note all accommodation is subject to availability.*

#### 8. Airport transfers:

Would you like us to arrange an airport transfer for your family (supplements apply)? On Arrival  Yes  No

Please give flight/arrival details if already known: On Departure  Yes  No

Date of arrival:  /  /  (dd/mm/yy) Time of arrival: ..... (24-hour clock)

Arrival airport: ..... Arrival flight number: .....

Date of departure:  /  /  (dd/mm/yy) Time of departure: ..... (24-hour clock)

Departure airport: ..... Departure flight number: .....

#### 9. Insurance:

It is a requirement of studying at St Giles that you have adequate travel and medical insurance. Family Course students can include this with the Family Course booking at an additional cost (please see the website for policy details, coverage restrictions and prices). Insurance fees are not refundable in the event of cancellation.

Would you like to book this insurance for your family?  Yes  No

#### 10. Declaration, reservation and payment:

**Declaration:** I have read and understood the terms and conditions of enrolment and I accept them on behalf of all family members.

**Signature of parent/guardian:** ..... **Date:** .....

**Reservation:** Return this completed enrolment form to the centre where you wish to begin your course, with the following payments:

	Registration Fee (per family)	Course Deposit (per person)	Accommodation Placement Fee (per family)	Express Mail Service (if applicable)
UK	£80	£100	£45	from £37
USA	US\$150	US\$100	US\$95	from US\$60

Would you like your documents sent by express mail from £37 / from US\$50?  Yes  No

*(Please note the express mail fee is non-refundable in the event of a cancellation.)*

**Payment:** The Course Deposit is part of the course fees, and is deducted from the total fees payable. The total amount due must be received by our offices or by our bank at least 28 days before your course begins in order to guarantee your place. You can send payments to the Centre by bank transfer, or credit/debit card. For payments by credit card or bank transfer in your home currency we will accept payment via Flywire. Flywire allows you to pay securely from a local bank in your home country in your home currency (subject to availability). The rates used by Flywire are guaranteed to be better than those of your bank/card provider. Alternatively, if you would prefer to pay by credit card in GBP, payments can be made to St Giles UK Centres via Realex. Please allow up to 28 days for funds to be transferred via a bank. UK, USA or Canadian bank charges (if any) must be paid by you on arrival.

**How would you like to pay?**

By credit/debit card or bank transfer via Flywire. Paying via Flywire will save you money on bank or card charges as you can pay in your own currency. See *Flywire account details below*.

By credit/debit card in GBP via Realex. See *Realex account details below*.

St Giles Centre	Bank Transfer or Credit Card in your Home Currency	Credit Card in GBP/USD\$
Brighton	<a href="https://www.flywire.com/pay/stgiles-international-brighton">https://www.flywire.com/pay/stgiles-international-brighton</a>	<a href="http://bit.ly/BNRealex">http://bit.ly/BNRealex</a>
London Central	<a href="https://www.flywire.com/pay/stgiles-international-londoncentral">https://www.flywire.com/pay/stgiles-international-londoncentral</a>	<a href="http://bit.ly/LCRealex">http://bit.ly/LCRealex</a>
Cambridge	<a href="https://www.flywire.com/pay/stgiles-international-cambridge">https://www.flywire.com/pay/stgiles-international-cambridge</a>	<a href="http://bit.ly/CMRealex">http://bit.ly/CMRealex</a>
New York City	<a href="https://www.flywire.com/pay/stgiles-international-ny">https://www.flywire.com/pay/stgiles-international-ny</a>	<a href="https://www.flywire.com/pay/stgiles-international-ny">https://www.flywire.com/pay/stgiles-international-ny</a>

**Please return this form to the centre where you would like to study:**

**St Giles Brighton**  
1-3 Marlborough Place  
Brighton, BN1 1UB, UK  
Tel: +44 (0) 1273 682747  
Email: [brighton@stgiles.co.uk](mailto:brighton@stgiles.co.uk)

**St Giles London Central**  
154 Southampton Row  
London, WC1B 5JX, UK  
Tel: +44 (0) 20 7837 0404  
Email: [londoncentral@stgiles.co.uk](mailto:londoncentral@stgiles.co.uk)

**St Giles Cambridge**  
52 Bateman Street  
Cambridge, CB2 1LR  
Tel: +44 (0) 12 2335 8089  
Email: [cambridge@stgiles.co.uk](mailto:cambridge@stgiles.co.uk)

**St Giles New York City**  
330 Fifth Avenue, 8th Floor  
New York City, NY 10001, USA  
Tel +1 212 967 9900  
[newyork@stgiles-usa.com](mailto:newyork@stgiles-usa.com)

**11. Terms and Conditions of Enrolment**

**All courses and accommodation are offered subject to availability.**

St Giles reserves the right to cancel a course or make changes to course arrangements without liability if obliged to by circumstances beyond its control or due to low demand. In such cases St Giles would seek to offer alternative arrangements, dates or venues, or a full refund of fees for tuition and accommodation.

St Giles reserves the right to refuse to accept a student due to overriding health and safety concerns, or in cases where we or the accommodation provider cannot make reasonable provisions to facilitate their learning needs or for their personal care.

**Courses and course content:** Courses are offered subject to demand. We reserve the right to vary the organisation and content of courses, and the range of leisure activities, according to numbers of students or in response to circumstances beyond our control.

**Course fees:** No documentation will be issued until we receive the Course Deposit. Students will not be permitted to start the course unless full payment has been received.

**Cancellations & refunds:** The parent/guardian/agent must inform the Centre *in writing* and return the student's Confirmation of Acceptance of Studies. Cancellation fees are charged as follows, and any balance is refunded:

Cancellation Received:	Cancellation fees:
More than 21 days before scheduled arrival date	<b>Registration Fee: £80 or US\$150</b> per family <b>Course Deposit: £100</b> per person (UK) <b>Insurance charges (UK)</b> <b>Express mail fees</b>
Less than 21 days before scheduled arrival date (including students who fail to arrive without notice)	<b>Registration Fee: £80 or US\$150</b> per family <b>Tuition fees for 2 weeks (UK)</b> <b>Course Deposit (USA): \$100</b> <b>Accommodation Placement fee: £45/\$95</b> Students at all locations may also incur <b>accommodation charges</b> of up to 4 weeks to third-party providers (residences, apartments, hotels and homestays). <b>Insurance charges (UK)</b> <b>Airport transfer charges</b> <b>Express mail fees</b>

**Changes to enrolments:** We reserve the right to charge an administration fee of **£50 (UK) or US\$100 (USA)** each time course details are changed after confirmation documents have been issued and prior to 28 days before the scheduled arrival date. This charge will not apply to course extensions.

Amendments to courses within 28 days of the scheduled arrival date are treated as cancellations and subject to our published cancellations terms. Components of courses are not transferable outside of the enrolment dates or to other people.

**Visas:** It is the responsibility of the parent or guardian to contact their local embassy (or other appropriate office) in good time in order to obtain any visas/entry documents required for visiting the UK or the USA. No visa support documentation will be issued until we have received the course deposit.

**Visa refusal:** Our office must receive the refusal letter before the course begins. Charges and refunds are as follows:

Cancellation Received:	Fees charged:	Fees refunded:
7 days or more before the scheduled arrival date	<b>Family Course Registration Fee</b> <b>Express mail fee (if applicable)</b> <b>Airport transfer charges</b>	All other fees are refunded
Less than 7 days before the scheduled arrival date	<b>Course fees</b> for 1 week <b>Family Course Registration Fee</b> <b>Family Course accommodation charges</b> for 1 week (if applicable) <b>Express mail fee (if applicable)</b>	All other fees are refunded

**Student conduct/standard of behaviour:** We reserve the right to terminate without notice the course of any students who seriously or persistently misconduct themselves in their classes or accommodation, or who fail to meet the attendance requirements of the course. There is no refund of fees to students whose courses are terminated in this way.

**Insurance:** Deposits and fees are not transferable from person to person. Students are advised to insure themselves against personal injury or illness before their arrival in the UK or USA. St Giles can arrange insurance cover at a competitive cost. Please see our website for further details. Insurance fees (UK) are not refundable in the event of cancellation.

St Giles Schools of Languages Limited (UK) and St Giles Colleges Incorporated (USA) accept no liability for the loss of, or damage to, any person's property while on the premises of the school, or while engaged in leisure activities outside the campus.

**Responsibilities of the parent or guardian:** By signing the application form, the parent or guardian:

1. grants the student permission to participate in the full programme of class and leisure activities;
2. authorises St Giles Schools of Languages Limited (UK)/St Giles Colleges Incorporated (USA) to take appropriate action in the case of any medical or other emergency, and accepts responsibility for any resultant costs;
3. accepts responsibility for any wilful damage caused by the student and any resultant cost for repair or replacement.

**Extra-cost and cost-free options:** We reserve the right to cancel or to offer substitute activities on the optional activities programmes in the event of fewer than 8 students opting for any specific activity.

**Promotional Photographs and Videos:** St Giles or its representatives may take photographs and videos of classes or other school activities during your time with us, which may be used for promotional purposes. If you do not wish to appear in any promotional materials, please advise us at the time of booking.

St Giles UK Family Courses are operated by St Giles Schools of Languages Limited (UK), registered in the UK. St Giles US Family Courses are operated by St Giles Colleges Incorporated (USA), registered in the USA.

**Use of your personal information**

The information you provide to us on this form will be used to assess your application and to administer our courses. Please see our data notice, which can be found on our website <https://www.stgiles-international.com/about/group-policies> for more details about how we use, store and retain personal information about you. If you have any questions about how we use your information, please contact [hq@stgiles.co.uk](mailto:hq@stgiles.co.uk). We would also like to use your contact details to send you information about our other courses which we think will interest you.