



## Easter Revision 2010 Registration Form

Student's name:.....Male /Female.....

Address:.....

.....Postcode:.....Tel:.....

School:.....School Year (please circle):...10.....11.....12.....13...

Date of Birth:.....Special Circumstances e.g dyslexia:.....

### Courses Required:

Subject	AS/A2/GCSE	Board and Syllabus Number

### How did you hear of Regent?

i.e. newspaper (with title), poster, teacher, friend etc

.....

### Why did you choose Regent?

i.e. reputation, prospectus, location etc

.....

Name and address of person responsible for fees:.....

.....

.....

.....Postcode:.....

Daytime telephone:.....Email:.....

**Terms and Conditions: Please read carefully before signing below:**

- All fees are payable at the time of registration. No place can be confirmed until the full fees have been received. Please make cheques payable to Regent College.
- A student is only deemed to have enrolled on a course(s) once written confirmation of acceptance is provided by the college.
- To withdraw from a course, notice must be received 14 days before the start of the course. This condition comes into effect upon registration. Fees will be retained where the required notice is not received.
- Absence from classes for whatever reason, including sickness does not lead to a refund of fees nor can the college be expected to provide extra lessons without charge to compensate for such absences.
- Timetables may be altered at short notice should circumstances demand it. Wherever possible, students will be notified of this in advance.
- Students are individually or jointly liable for any damage caused by them to the premises in which they are taught.
- The signatory is responsible for checking that the Board and syllabus number of the course(s) for which the student is registering is correct.
- If it is impossible to form a group in any subject the college reserves the right to provide half the number of hours of individual tuition for the same fees as for the group courses.
- The Course Directors reserve the right to terminate the course(s) of any student whose conduct is deemed detrimental to the smooth running of the courses or to the studies of other students.

I have read and agreed to the terms and conditions set out above.

Signature of person responsible for fees:

Date:

**Please note that a registration form cannot be accepted unless accompanied by the appropriate course fee.**

Cheques should be made payable to Regent College. Please return this form to: Easter Revision, Regent College, Sai House, 167 Imperial Drive, Harrow, HA2 7AA

<b><u>For Office use only</u></b>		
<i>Date Recd</i>	<i>Amt Recd</i>	<i>Conf Sent</i>