



Registration Form

STUDENT DETAILS

FULL NAME

SEX M F

DATE OF BIRTH

NATIONALITY

PASSPORT NUMBER (IF NON-EU)

HOME ADDRESS

TELEPHONE

CELL PHONE

EMAIL

PLEASE INDICATE ANY HEALTH PROBLEMS, DIETARY REQUIREMENTS OR ALLERGIES

PARENT/GUARDIAN DETAILS

FULL NAME

HOME ADDRESS

TELEPHONE (DAY)

(EVE)

CELL PHONE

EMAIL

OCCUPATION

BUSINESS ADDRESS

BUSINESS TELEPHONE

HOW DID YOU HEAR ABOUT THE COURSE?

SCHOOL DETAILS

SCHOOL

ADDRESS

TELEPHONE

EMAIL

HEAD OF YEAR

NAME OF COUNSELLOR

GRADE THIS YEAR

COURSE SELECTION

Please select the location and dates you are interested in from the list below:

OASP (OXFORD) BRASENOSE COLLEGE	3RD - 16TH JULY 2016	2-WEEK COURSE
OASP (OXFORD) BRASENOSE COLLEGE	17TH - 30TH JULY 2016	2-WEEK COURSE
OASP (OXFORD) BRASENOSE COLLEGE	3RD - 30TH JULY 2016	4-WEEK COURSE
CASP (CAMBRIDGE) MAGDALENE COLLEGE	3RD - 16TH JULY 2016	2-WEEK COURSE
CASP (CAMBRIDGE) MAGDALENE COLLEGE	17TH - 30TH JULY 2016	2-WEEK COURSE
CASP (CAMBRIDGE) MAGDALENE COLLEGE	3RD - 30TH JULY 2016	4-WEEK COURSE

SUBJECT SELECTION

Please select two subjects. In the event that a subject is not available, it would be helpful if you could also indicate an alternative subject. A third option may be available upon arrival if your timetable allows.

SUBJECT 1

SUBJECT 2

ALTERNATIVE SUBJECT

There is an opportunity on the course to take either two hours of IELTS preparation or SAT preparation per week. This is optional but can be provided at no extra cost. Please indicate if you would like to include either option:

IELTS PREPARATION

SAT PREPARATION

PERSONAL STATEMENT

Rank in order of importance the activities which best represent your greatest achievements and interests. Include any awards you may have received and also state the degree of your involvement.

You may want to consider drawing upon the following areas in compiling your list of activities: Activities and organizations to which you have frequently contributed; Athletic teams of which you have been a member; Community activities with which you may have been involved such as volunteer work, religious or cultural groups; Creative work, or hobbies, to which you have devoted substantial time and which you have pursued to a high level; Prizes, honours, or special recognition you have won; Travel and other experiences.

In considering your application we want to get to know you as well as we can. We ask you to use this opportunity to tell us something more about yourself to help us towards a sense of how you think and what interests you have. You should include how you expect to benefit from your time with us, what you feel you have to contribute and also what future ambitions you have.

Conditions of acceptance

The course is open to all students who have reached the age of sixteen by the beginning of the course. The application form must be completed in full and signed by both the student and a parent/fee payer. The personal statement must be carefully completed. Students who do not speak English as their first language are accepted on the basis of a satisfactory score on the Bucksmore Pre-Placement Test.

ARRIVALS AND DEPARTURES

Oxford and Cambridge Advanced Studies Program arrival days are **Sunday July 3** and **Sunday July 17**. Departure days are **Saturday July 16** and **Saturday July 30**. All students arriving and departing on a designated day between 10.00 and 22.00 at Heathrow or Gatwick airport will be entitled to a free transfer service, including a personal meet and greet from Bucksmore staff upon arrival. Students studying at Cambridge are also entitled to this service if arriving at Stansted airport. Students arriving or departing at any other airport will be charged a supplementary transfer fee of £120 per journey. On departure days, a Bucksmore representative will take students to the check-in desk and ensure they are checked in. Bucksmore will also arrange transport for students transferring between centres free of charge.

After completing your booking, please download and complete our **Airport Transfer Request Form** as soon as you know your flight details, and return it to Head Office at least four weeks before arriving. If you are making your own arrangements to arrive at the centre directly, please let Head Office know your arrival details in advance so we can inform the Centre Manager. No refunds can be issued for students not using the Bucksmore transfer service.

INSURANCE

Insurance is included in our course fees. Full terms and conditions of the cover provided by Ace European Group are available upon request. Our insurance covers medical and cancellation fees.

CANCELLATION POLICY

Cancellations must be made in writing to Bucksmore Head Office. Once booking confirmation has been received, the following cancellation fees will apply:

30 days or more prior to arrival -

25% of total fees

7-29 days prior to arrival -

50% of total fees

0-6 days or more prior to arrival -

100% of total fees

In case of visa refusal, all fees will be refunded minus an administration fee of £100. Please send evidence of refusal to Head Office to claim this refund.

DAMAGE AND LOST KEYS

Bucksmore will pass on any charges for damage caused to college property by students. Students will also be liable for any fees incurred for lost or damaged keys. This fee can be paid directly to the host college by students before a replacement is issued.

PERSONAL BELONGINGS

Bucksmore Education is not liable for any loss or damage of personal belongings during the student's stay.

STUDENT BEHAVIOUR

Bucksmore Education reserves the right to remove any student from a centre if their behaviour is deemed to be against the best interests of the program. Bucksmore Education will not be liable for any resulting costs.

PAYMENT

In order to secure the booking, a £400 deposit should be included with the booking form or immediately upon receipt of the booking confirmation. Full payment is required not less than 8 weeks before arrival. Payment will be expected by return for bookings made within 8 weeks of arrival. Students whose fees have not been paid in full.

Acceptable means of payment include:

- Sterling cheque drawn on a UK bank
- Banker's draft
- Bank Swift Transfer
- Credit card (Visa/Mastercard)
There is a handling fee of 2% for credit card payment of balances

When arranging a bank transfer please ensure your bank clearly shows your name, **the student's name** and the **Bucksmore invoice number** on the transfer advice, and return the Payment Advice form to Head Office.

Please also ensure that the full invoiced amount is transferred (without the deduction of bank charges). Cheques and other payments should be made payable to:

Bucksmore Education Ltd.

Bank Details: NatWest Bank,
2 Greenwich Church Street,
Greenwich, London SE10 9BQ

Account No.: 73672009

Sort Code: 60-09-16

Swift Code: NWBKGB2L

IBAN: GB95 NWBK 6009 1673 6720 09

MAKING A BOOKING

Complete all sections of the Registration Form, sign and return it to Bucksmore Head Office by:

Email: info@bucksmore.com

Mail: 259 Greenwich High Road
London SE10 8NB, United Kingdom

Fax: 0044(0) 208 293 1199

Wait to receive booking confirmation before booking flight tickets.

Please visit our website www.bucksmore.com to enquire about availability or call us with any questions on 0044 (0) 208 312 8060.

DECLARATION

I hereby apply for admission to the Oxford and Cambridge Advanced Studies Program and undertake to abide by the Conditions of Acceptance as set out above and in the course brochure, which I have read.

SIGNATURE OF STUDENT

DATE

SIGNATURE OF PARENT/GUARDIAN

DATE



259 Greenwich High Road
London SE10 8NB, United Kingdom
Tel: 0044 (0) 208 312 8060