

MILLFIELD EASTER REVISION COURSE 2017



OFFICE USE ONLY

COURSE

RES/NON-RES

SCHOOL

APPLICATION FORM

Please complete in BLOCK CAPITALS

COURSE OPTION

RESIDENTIAL £825

NON-RESIDENTIAL £705

STUDENT DETAILS

FIRST NAME(S)

SURNAME

DATE OF BIRTH

AGE

GENDER

MALE/FEMALE

NATIONALITY

FIRST LANGUAGE

PLEASE STATE ANY MEDICAL CONDITIONS AND/OR ANY MEDICATIONS THAT WE SHOULD KNOW

ABOUT

PLEASE SPECIFY ANY SPECIAL DIETARY REQUIREMENTS OR FOOD ALLERGIES

DOES YOUR CHILD HAVE ANY ADDITIONAL EDUCATIONAL NEEDS (AEN)?

WHICH SCHOOL DOES YOUR CHILD ATTEND?

HOW DID YOU HEAR ABOUT THE COURSE?

PARENT/GUARDIAN DETAILS

PARENT/GUARDIAN NAME

MR / MRS / MISS / MS / DR

PARENT/GUARDIAN ADDRESS

POSTCODE

E-MAIL ADDRESS **IMPORTANT**

HOME/WORK TELEPHONE

MOBILE

SUBJECT CHOICES

IT IS IMPERATIVE THAT THIS INFORMATION IS COMPLETED IN ORDER FOR US TO PROVIDE THE CORRECT TUITION FOR YOUR CHILD.

SUBJECT 1

LEVEL (PLEASE TICK)

GCSE

IGCSE

AS LEVEL

A2/A LEVEL

PRE-U

EXAMINATION BOARD **THIS INFORMATION IS IMPORTANT**

ESTIMATED GRADE

EXAM CODE AND UNIT NUMBERS/MODULE TITLES **THIS INFORMATION IS IMPORTANT** - please include any specific topics that your child studies, including any optional units/modules.

FURTHER INFORMATION (e.g. weaknesses, strengths, preferences for topics of study, special requirements)

SUBJECT 2

LEVEL (PLEASE TICK)

GCSE

IGCSE

AS LEVEL

A2/A LEVEL

PRE-U

EXAMINATION BOARD **THIS INFORMATION IS IMPORTANT**

ESTIMATED GRADE

EXAM CODE AND UNIT NUMBERS/MODULE TITLES **THIS INFORMATION IS IMPORTANT** - please include any specific topics that your child studies, including any optional units/modules.

FURTHER INFORMATION (e.g. weaknesses, strengths, preferences for topics of study, special requirements)

SUBJECT 3

LEVEL (PLEASE TICK)

GCSE

IGCSE

AS LEVEL

A2/A LEVEL

PRE-U

EXAMINATION BOARD **THIS INFORMATION IS IMPORTANT**

ESTIMATED GRADE

EXAM CODE AND UNIT NUMBERS/MODULE TITLES **THIS INFORMATION IS IMPORTANT** - please include any specific topics that your child studies, including any optional units/modules.

FURTHER INFORMATION (e.g. weaknesses, strengths, preferences for topics of study, special requirements)

TERMS AND CONDITIONS

PLEASE SIGN TO INDICATE ACCEPTANCE OF THESE TERMS AND CONDITIONS

Please note that we cannot accept any application forms without the parent/guardian signature.

Bookings and Course Structure

A non-refundable deposit of £100 is to be paid on booking to secure a place on the course.

A Course Directory which contains important information regarding the course will be sent to all parents/guardians on receipt of a completed application and deposit.

Millfield reserves the right to cancel the course up to 7 days before the start date if numbers enrolled have not reached the minimum requirement. A complete refund of the fee will be given or an alternative course will be offered. Subjects may be withdrawn at any time due to teacher availability through unforeseen circumstances.

Refunds will only be given in the event of the course being cancelled by Millfield. The deposit is non-refundable in all other cases once paid. Bookings not paid in full at 28 days prior to the course start date will be cancelled and all fees paid retained. All fees paid will be forfeited by anyone cancelling a course within 28 days of the course start date.

The deadline for the receipt of applications is Monday 6th March 2017. Students who submit their forms after this date will go on a waiting list and will be subject to timetabling restrictions. There is no guarantee that a course can be offered after this date.

Students will receive their timetable at registration on the first day of the course. Students who have been enrolled onto a reduced programme of study (1 or 2 subjects only) will be given their timetable approximately one week before the course start date.

Millfield will make every effort to ensure that the needs of individual students are met, however, students must be aware that a revision course cannot be expected to cover all aspects of all specifications. Some subjects will not be designed to cover specific exam boards and will aim to cover core material only.

Welfare

During the Easter Revision Course we expect that students will conduct themselves appropriately at all times. Participants are expected to maintain a smart/casual appearance. It is strictly forbidden for students to bring drugs or alcoholic beverages onto the course. Drinking, smoking and vaping are strictly forbidden at all times during the course; Millfield operates a no smoking policy on all of its campuses. Millfield reserves the right to withdraw any student from the course for behaviour we deem to be detrimental to the smooth-running of the course or which might interfere with the studies of any other students on the course or the safety of any other students, staff and guests on campus. **Failure to abide by these conditions may lead to expulsion from the course with no refund of fees paid.**

Residential students will reside in school boarding houses and may be required to share a bedroom and bathroom. Bed linen is provided but participants should bring their own towels and toiletries.

Regulations made for the safety and comfort of course members must be observed.

Millfield cannot accept responsibility for any personal loss or damage to property or any injury sustained by participants.

Course participants are strongly advised to take out accident/curtailment insurance.

First aid cover is available throughout the course and minor analgesics (paracetamol), throat lozenges and cough linctus may be dispensed. By signing these terms and conditions you are agreeing to this treatment if required unless written objection is received in advance. Any further treatment required will be administered by a local surgery or hospital.

Names, photographs and videos may be taken and used electronically for marketing purposes, online and/or in print. Objections will be respected - please make these in writing to the Course Administrators 72 hours before the course start date.

The use of cars is not permitted during the course. Participants who drive to the course are expected to park in the designated car park(s). If driving other participants to the course, drivers must seek permission from the parents of each passenger. Non-residential students are not permitted to return to their car until the end of each day. Residential students may be expected to surrender their keys to their houseparent which will be returned at the end of their course.

Students are not permitted to leave the Millfield campus during the course. If essential, permission must be obtained from the Curriculum Co-ordinator.

It is strictly forbidden for students to invite guests onto the Millfield campus.

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

PARENT/GUARDIAN NAME (BLOCK CAPITALS): _____

EXTERNAL STUDENTS ONLY: Please tick this box if you no longer wish to receive mailings about the Millfield Easter Revision Course

PAYMENT DETAILS

PLEASE TICK:

I AM PAYING THE DEPOSIT OF £100 Please note: balance of fees to reach Millfield no later than Monday 6th March 2017.

I AM PAYING THE TOTAL AMOUNT OF £ _____ Please fill in the total you are paying.

PLEASE TICK:

I AM PAYING BY CHEQUE Please make cheques payable to 'Millfield'

I AM PAYING BY CREDIT/DEBIT CARD Please complete details below. For payments by credit/debit card, any outstanding balance will be charged automatically on or just after Monday 6th March 2017.

PLEASE DEBIT MY _____ MASTERCARD / VISA / SWITCH / SOLO / AMEX / MAESTRO

CARD NUMBER _____

VALID FROM _____ EXPIRY DATE _____ ISSUE NO. Switch only _____

SECURITY NUMBER _____ CARDHOLDER NAME _____

I AUTHORISE MILLFIELD TO TAKE THE ABOVE SUM FROM MY CREDIT/DEBIT CARD

SIGNED _____ DATE _____

IN ACCORDANCE WITH CURRENT LEGISLATION ALL CARD DETAILS WILL BE DESTROYED ONCE ALL BALANCES ARE PAID IN FULL

GUIDANCE NOTES FOR COMPLETION OF THE APPLICATION FORM

- Please choose up to 3 subjects.
- Please tick to indicate at which level you wish to study each subject: IGCSE, GCSE, AS Level, A2 Level or A Level.
- Please provide all details for each subject applied for. We cannot process your application and offer a place on the course until we have all of the vital information.
- The Unit Numbers and/or Module Titles, and Examination Board/Code details are all available from your child's usual teacher or from their School's Examination Co-ordinator. It is imperative that this information is completed in order for us to provide the correct tuition for your child.
- Please note, for certain subjects you will be required to provide further information on the student's syllabus. In this case, on receipt of application, the Course Administrators will contact you to ask for this information. **The application will not be processed until this information has been received, therefore, please ensure you provide this as soon as possible once requested.**
- Arrangements to follow a reduced programme of study with fewer subjects may be possible. Please contact the Course Administrators to discuss the possibilities before submitting an application form.
- Other subjects may be opened if there is enough demand and a teacher available. Please register your interest in any unlisted subjects with the Course Administrators as soon as possible.

THE LAST DATE FOR RECEIPT OF THIS APPLICATION FORM IS MONDAY 6TH MARCH 2017
STUDENTS WHO SUBMIT THEIR FORMS AFTER THIS DATE WILL GO ON A WAITING LIST AND WILL BE SUBJECT TO TIMETABLING RESTRICTIONS. THERE IS NO GUARANTEE THAT A COURSE CAN BE OFFERED AFTER THIS DATE.

Please return the application form by post, fax or e-mail on the details below. Alternatively, you can complete the application form online at millfieldenterprises.com/revision



MILLFIELD
ENTERPRISES

T 01458 444 112/321/458 | F 01458 850 584

E revision@millfieldenterprises.com | W millfieldenterprises.com/revision

Millfield Easter Revision Course, Millfield Enterprises, Street, Somerset, BA16 0YD