| Family Name  | First Name   |                                |                            |      |   |
|--|--|--------------------------------|----------------------------|------|---|
| Full Address   |  |                                |                            |      | atlantic  |
| Country  | Guardian Email   |                                |                            |      | school of <b>english</b><br>+ active <b>leisure</b>   |
| tudent Telephone   | Next of Kin Telephone  |                                |                            |      | Tell us about yourself  |
| Course Start Date  |  | Date of Birth                  |                            |      |   |
| ny Monday) dd/mm/yyyy<br>Course End Date<br>rmally Friday) dd/mm/yyyy  |  | dd/mm/yyyy                     | Male Female                |      |   |
| Your level of English is: Beginner* Upper Inter. (B2) *Please note that Beginner str   | : Elementary (A1) Lower Inter. (A Advanced (C1) Proficiency (C2  Judents are advised to follow "one to one" lessons. |                                |                            |      | What do you hope to achieve by the end of the course?   |
| COURSE TYPE  |  |                                |                            | COST |   |
| -  | ne *(All inclusive)  |                                |                            |      |   |
| 2 weeks € 1865 additional weeks € 869  |  |                                |                            |      | €   |
| * includes   |  |                                |                            |      | What skills do you hope to improve most: reading, writing, listening or speaking?   |
| Accommodation  Host family with breakfast, packed lunch and evening meal in safe reach of the school + host and accommodation research fee, placement of students, communication with and 24/7 support of hosts and students |  |                                |                            |      |   |
| Language   | + Teachers report + Certificate  |                                |                            |      |   |
| Leisure  An exciting and varied leisure programme 5 afternoons per week. Full-day excursion at the weekends + adult guide + leisure transport fares + equipment hire for sporting leisure activities                         |  |                                |                            |      | Have you completed any of the following exams?  - IELTS  Mark: 1 2 3 4 5 6 7 8 9  - Cambridge  - KET PET FCE CAE  Trinity |
| DEPOSIT Paid before Nov. 20 <sup>th</sup> : -5% off total of above €   |  |                                |                            |      |   |
| FULL FEES Paid before Nov. 20 <sup>th</sup> : -10% off total of above €  |  |                                |                            |      |   |
| Dietary needs supplement €45 per week (Coeliac, Gluten Free, Vegan or Dairy Free) €  |  |                                |                            |      |   |
| INSURANCE  |  |                                |                            |      |   |
|  | Atlantic School of English to ar   | range Insurance for vo         | ou? YES NO                 |      | 1 2 3 4 5 6 7 8 9 10 11 12  |
| Would you like the Atlantic School of English to arrange Insurance for you? YES NO  Medical Insurance (for the duration of your stay up to 90 days) €80 €  |  |                                |                            |      | Are you allergic to animals?  If yes please explain:  |
| Cancellation Insurance* (in case you have to cancel after your fees are paid) €18/week €   |  |                                |                            |      |   |
| *Available to students whose trips are originating in the EEA countries only   |  |                                |                            |      |   |
| Please refer to  | http://www.atlantic-english.com/docs/studen  | t-insurance-policy-wording.pdf | for more information       |      |   |
| TRAVEL DETAILS (ca   | an be sent later)  |                                |                            |      | Do you have any other allergies?  |
|  | ity or airport transfer?   | one-way( €130)                 | return (€260)              | 6    | If yes please explain:  |
| (*Please note: This is not a public taxi, it's an arrangement fee per person for our private car transfer  |  |                                |                            |      |   |
|  | are you flying from?   | устопо тос рег регост          | To, our private our trains | ,    | YES NO  |
| A Date   | Time Carrier   | Flight No                      | Arr. Airport               |      | Do you smoke?   |
| <b>D</b> Which Airport Date  | are you flying back to?<br>Time Carrier  | Flight No                      | Arr. Airport               |      | Any special dietary needs? If yes please explain: Vegan Dairy Free Vegetarian   |
| (Arrival n   | ormally Sunday, Departure Saturda  | y. Please enquire if you       | need extra nights.)        |      | Coeliac Wheat Free Other:   |
| Unsociable hours arrival or departure fee (unsociable hours are flight arrivals or departures between 8pm and 8am) € 45 each way   |  |                                |                            |      |   |
| Administration and Registration Fee (this applies to every booking) <b>€98 per student</b>   |  |                                |                            |      | Any other comments or special requests (suc<br>as repeat host family)?  |
|  |  |                                | Total Fee                  | €    |   |
|  |  | RE                             | EQUIRED DEPOSIT (25%)      | €    |   |

## **BOOKING YOUR COURSE**

To book your place on a course, we will need to secure an advance deposit of 25% of the total fee. Please complete this application form and return it to us with proof of a payment transfer to the account below. Or, you may also pay by credit card Visa or MasterCard (phone or fax details in confidence). Full remaining fees can be paid at any time up to 3 weeks before arrival. Please review our attached Terms & Conditions.

Bank name & address: AIB Bank, Bridge Street, Skibbereen, Co. Cork, Republic of Ireland.

Account name: Atlantic School of English and Active Leisure Ltd
IBAN number: IE14AIBK93637515265020 Swift: AIBKIE2D

By signing/typing my name I accept attached Terms & Conditions and I understand that all fees and charges will not be refunded after my course starts. I am aware, however, that Atlantic S.E.A.L may allow me to continue in the future should unavoidable circumstances cause premature departure.

Sign/Type Full Name

Date

dd/mm/yyyy



# **TERMS & CONDITIONS**

#### **CANCELLATION POLICY**

Bookings may be cancelled up to 3 weeks prior to commencement of the course but you will lose the 25% booking deposit. For cancellations received between 14-21 days before commencement of course 60% of full amount will be refunded; for cancellations received 13 - 7 days before commencement of course 30% of full amount will be refunded. No refund for any cancellation less than 7 days before arrival or after the course has commenced. This includes days missed during the course, late arrival or early departure. In some circumstances we may allow you to continue your course at a later date at a discounted cost but this will be at the Director's discretion. Long term students may discuss taking some holiday weeks during their course and only a retainer fee for accommodation will be charged. Their lessons will then recommence on their return with no lesson weeks lost. In all circumstances the small registration/administration fee is not refunded. In the event of a visa being refused, the school fees will be refunded no later than 20 days after we have been informed and proof shown of refusal. A cancellation charge of 150Euro will apply.

## REFUNDS

I understand that all fees and charges will not be refunded after my course starts. I am aware, however, that Atlantic S.E.A.L will allow me to continue my course at a later date should unavoidable circumstances cause premature departure.

### **INSURANCE**

Insurance is the responsibility of the course participants. Students should arrange medical insurance in their own country before departure. EU students should bring E111 forms. Travel insurance is also recommended.

#### ARRIVAL & DEPARTURES

Please note that arrival is normally Sunday and departure is Saturday. Extra days may be added on at an additional fee to fit in with flight possibilities. Simply ask us for more information.

Please also note that the airport transfer cost is not for the actual 'car fare' as in order to keep costs down for our clients it is not a taxi but a private vehicle. You are insured as an unpaying passenger. Therefore the cost involved is a per person 'arrangement fee' only. Thus transfers costs cannot be 'shared' as one is not paying for the car, just for the administration time involved in organising this i.e. supplying the driver with full details of your arrival/ departure also informing the client etc. If you would prefer us to reserve a commercial taxi please let us know and we will do so. You can thus pay the taxi driver directly.