



ENROLMENT FORM

Personal Details

Surname: Name:

Male Female Nationality:

Address: Nationality required for Host Family placement, to secure nationality mix

Date of Birth: / /

Cell Phone:

Email:

Do you have any allergies, medical conditions, dietary requirements or learning difficulties (e.g. Dyslexia, Dyspraxia, ADD, visual or hearing impairment, need to sit near the whiteboard or need for enlarged handouts)?

This information is required to respond to your personal requirements during your time with ATC Language Schools. Please refer to ATC Language Schools Data Protection & Privacy Policy for more information on how we process your personal data.

Course Details

School: Bray Dublin Online Course Name:

Level of English: Beginner Elementary Intermediate Advanced

Start Date: / / Finish Date: / / Number of weeks:

Accommodation details

Accommodation: Host Family Apartment / residence Not required

Type: Single room Shared room Number of weeks requested:

Travel Details

Arrival Date: / / Flight No/Time: Departure date: / / Flight No/Time:

Do you request an airport transfer? Arrival Departure Not required

Student Visa

Please note - Students who require a visa invitation letter MUST SEND FULL FEES in advance.

Do you require a student visa to study in Ireland: YES NO

To assist with your Visa application we require your passport number: Passport No:

Do you request ATC to organise your medical insurance (long term courses only) YES NO

Payment Details

Payment in full must reach our account 7 days prior to arrival. Payment must be made by bank transfer or by credit card.

Account Name: ATC Language & Travel	Bank Telephone No: 00353 1 873 11 88
Account No: 691071	Bank SWIFT Code (BIC): AIBKIE2D
Bank Name: Allied Irish Banks	Bank Code: 93-10-55
Bank Address: 37 Upper O'Connell Street, Dublin 1	IBAN: IE16AIBK93105500691071

Payment will be made by: Bank Transfer Credit Card

For full Terms and Conditions see our website - <http://www.atclanguageschools.com/flexible-booking-terms>

Booking Notes

PROGRAMMES: ATC Language & Travel Ltd will only be liable to provide groups and/ or individuals with the programme agreed in writing with its agent/client.
EXTRAS: Any extras to the programme as set out in the tariff must be requested in writing in advance of arrival in Ireland. Services will only be provided when payment is received.

TARIFFS: All prices are gross unless otherwise stated. ATC Language & Travel Ltd reserves the right to alter rates should economic trends or government increases make this necessary. Bookings must be made in writing and must be accompanied by special requests or other information relevant to the student's stay. Bookings can only be secured by payment in full.

REFUNDS: Please see our full Terms and Conditions on our website - <http://www.atclanguageschools.com/flexible-booking-terms>

AIRPORT TRANSFERS: An airport transfer can only be arranged when flight information is received in writing by ATC Language & Travel Ltd 10 DAYS prior to arrival. ATC Language & Travel Ltd cannot take responsibility for student's arrival transfer unless this procedure is followed.

CANCELLATION OF PROGRAMMES: ATC Language & Travel Ltd reserves the right to cancel arrangements if the booking conditions are not met. ATC Language & Travel Ltd reserves the right to cancel programmes that are not filled.

HOST FAMILY CHANGES: A fee of €150 must be paid if a student insists on moving to a different host family without due cause. This must be paid before moving.

INSURANCE: Before arrival in Ireland, all persons participating in ATC Language & Travel programmes must arrange their own insurance against all expenses that might arise due to accident, illness or loss of luggage, personal effects and money. Providers of activities such as horse riding, cycling etc. insist that minors have an insurance waiver signed by their parent, guardian or group leader before commencement of such activities.

ATC Language & Travel Ltd is precluded by the terms of its own insurance policy from signing such insurance waivers.

HEALTH PROBLEMS: ATC Language & Travel Ltd must be advised of any health problems or specific dietary requirements of participants at the time of booking.

DAMAGE: Programme participants are liable for any damage caused by them and payment for such damage must be made immediately.

ATC Language Schools are committed to ensuring the security and protection of all personal information that we process, and to provide a compliant and consistent approach to Data Protection. Please refer to ATC Language Schools Data Protection & Privacy Policy for further information.

I accept the conditions of enrolment (and confirm I have read the terms and conditions)

Date: / / Name: Signature: