



Belfast International Language Academy

Junior Student Application Form

1. Complete the form in Type or in BLOCK CAPITALS.
2. Please check for programme availability for your preferred dates with the school before booking flights.
3. Return the completed form by fax /email/ post with a booking deposit of £200.
4. The balance of fees must be paid 21 days before the course commences.
5. All students MUST arrange Medical Insurance Cover for the duration of their stay.
6. EU students should bring the European Health Insurance card.
7. Students can arrive and depart any day of the week but most students arrive on a Sat or Sun and depart on the corresponding Sat or Sun. 2 week stays are based on 14 nights, 3 week stays - 21 nights, 4 week stays - 28 nights or less, additional nights are charged at £30 per night and additional full days are charged at £60 per day.
8. In booking our Junior Programme, students and their parents are agreeing to abide by all school terms, regulations, policies.

Student Information

Student First Name	
Surname (Family Name)	
Male or Female	
Date of Birth	
Nationality	
Student Mobile No.	
Date of arrival in class	
Date of departure from class	
Why did you choose BILA?	

Family Contact Information

Family (Parent) Name	
Home Address	
Email Address	
Home Telephone Number	
Mobile Telephone Number	

Type of Accommodation Required

Host Family		Residential in Elm's Village	
Date of Arrival		Time of Arrival / Flight Info	
Date of Departure		Time of Departure / Flight Info	
Details of any dietary / other restrictions that your host family should be informed of?			

International Junior Summer Camp Programme Fees 2016

Our Programmes fees are all inclusive with no hidden charges and include: Tuition, Text Book, Administration Fees, Full Programme of Quality Activities including Belfast Sights and Excursions outside of Belfast.
We also offer Quality Host family and Residential Accommodation.

Choose Duration of stay for Junior Programmes below:

<h3>Classic Programme</h3> <h3>13th June – 27th August</h3> <hr/> <p>15 hours Tuition & Full Activity Programme</p>		Home Stay	Residential
	2 Weeks	£995 <input type="checkbox"/>	£1080 <input type="checkbox"/>
	3 Weeks	£1445 <input type="checkbox"/>	£1560 <input type="checkbox"/>
	4 Weeks	£1895 <input type="checkbox"/>	£2220 <input type="checkbox"/>
	Any Additional weeks £470 per week		<input type="checkbox"/>

Optional Airport Transfers by a member of our Staff

(Only Fill in, if you require a Letter of Acceptance)

<input type="checkbox"/>	None	<input type="checkbox"/>	On arrival £30	<input type="checkbox"/>	On Departure £30
<input type="checkbox"/>	Group Rates : £20 per Student Return for Belfast Airports / £30 per Student Return for Dublin Airport				

Course Fees / Payment

Course Fees / Payment	<input type="checkbox"/>	Bank Transfer	<input type="checkbox"/>	Credit Card Payment
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For credit card payments we will be in contact to offer you a secure payment option by email

For Credit Card payments, we will initially take a 10% deposit and then the remaining amount 21 days pre arrival.

* Add an extra 2.5% for Credit Card payments to total amount of fees due

For Bank Transfers in Pounds Sterling

Account Name:	Belfast International Language Academy
Address:	BMC, Whiterock Road, Belfast BT12
Bank Name:	HSBC, 25/29 Royal Avenue, Belfast BT1
Sort Code:	40 20 55
Account No:	60 06 68 77
IBAN No:	GB36 MIDL 40205560066877
Swift Code:	MIDL GB22

For Bank Transfers in Euros

Account Name:	Belfast International Language Academy
Address:	BMC, Whiterock Road, Belfast BT12
Bank Name:	HSBC, 25/29 Royal Avenue, Belfast BT1
Sort Code:	40 20 55
Account No:	71 01 92 03
IBAN No:	GB36 MIDL 40051571019203
Swift Code:	MIDL GB22

General Information

1. We advise all clients to take out full Personal & Medical Insurance including baggage cover prior to arrival as BILA accepts no responsibility in the event of illness, theft, accident, damages or loss of personal effects. All clients from EU countries should bring a European Health Insurance Card. Non EU students must take out private medical insurance. Students/Parents are responsible for all medical & related costs incurred during their stay.

2. We do not accept responsibility for costs incurred due to flight delays i.e. accommodation etc.

3. BILA reserves the right to expel students who do not abide by our school policies or who part take in any activities that BILA deems unacceptable. In this situation, parents/students are responsible for arranging accommodation / rescheduling flight home etc. No refunds will be given.

4. Registration will be confirmed for each student only upon receipt of completed registration forms and full payment of fees.

5. Where damage/theft of property of the host family or to any other property is caused by a student, this student (where the student is a minor, the student's parents) will be responsible for the cost of any such damage and payment should be immediate, where credit card details are in our system, this payment method will be used.

6. BILA reserves the right to cancel arrangements if the booking conditions are not met. BILA reserves the right to cancel programmes that are not filled.

7. BILA must be advised of any health problems or specific dietary requirements at the time of booking.

8. Refund Policy:

- There is no refund for a cancellation made within 21 days of the commencement of the course or if a student fails to complete the programme.
- Deposits are non-refundable in all circumstances.
- Partial Refunds will be made where notice is given more than 21 days prior to arrival.

This partial refund is as follows - deposits are non-refundable, the remaining tuition fees will be refunded. Where accommodation has been booked, an additional £ 100 will not be refunded in order to compensate families.

- There is no refund for students who change from Intensive to other courses of lesser hours or who decide to shorten their stay.
- There is no refund for fees of days missed during the course, for late arrival or early departure or for public holidays.
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Students requiring a Visa to enter the UK - In situations where our letter of acceptance has been issued and a student does not acquire their visa for any reason, we will refund all fees paid, except for £ 200 which we keep as an administration fee. This refund will only be made on proof from the relevant embassy / consulate that no visa was obtained. In addition once visa students have used our course details to enter Ireland, classes must be attended and all fees are non-refundable.