

Application Form For Admission

(Please complete this application form in BLOCK CAPITALS and BLACK INK)

Office use
only

Application Date:

Student ID :

CAS No:

Personal Details:

Title:	<input type="text"/>	Last Name:	<input type="text"/>	First Name(s):	<input type="text"/>
Date of Birth:	day <input type="text"/>	month <input type="text"/>	year <input type="text"/>	Age:	<input type="text"/>
Sex:	Male <input type="checkbox"/>	Female <input type="checkbox"/>			
Nationality :	<input type="text"/>	Passport No :	<input type="text"/>	Passport Exp Date :	<input type="text"/>
Entry into the UK (Date):	<input type="text"/>	Visa Exp Date:	<input type="text"/>		

Correspondence Address (Home Country) :

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Tel No. (Mobile) :	<input type="text"/>
Tel No. (Landline):	<input type="text"/>
E-mail :	<input type="text"/>
Fax:	<input type="text"/>

Correspondence Address (UK) :

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Tel No. (Mobile) :	<input type="text"/>
Tel No. (Landline):	<input type="text"/>
E-mail :	<input type="text"/>
Fax:	<input type="text"/>

Next of Kin (Home Country):

Name of the Next of Kin	<input type="text"/>	Relationship:	<input type="text"/>
Contact Details	<input type="text"/>	Tel No.:	<input type="text"/>

Next of Kin (UK):

Name of the Next of Kin	<input type="text"/>	Relationship:	<input type="text"/>
Contact Details	<input type="text"/>	Tel No.:	<input type="text"/>

Programme Details:

Name of the Programme:	<input type="text"/>		
Awarding Body :	<input type="text"/>		
Duration :	<input type="text"/>	Mode :	Full-time <input type="checkbox"/> Part-time: <input type="checkbox"/>
Start Date :	<input type="text"/>	End Date :	<input type="text"/>
Semester:	<input type="text"/>		

English Language Qualification: (If English is not your first language)

Please specify which English Language Qualification you have or intend to have and give relevant grade/score if known (IELTS/TOEFL)

Academic Qualifications: (Starting from the most recent, please list all the qualifications which you have obtained)

Year	Degree / Diploma / Certificate	University / College / School	Grade/Class/Div

Employment Details:

No.	Name & Address of the Employers	Your Position	From	To

Disability/Special Needs:

To help us provide assistance wherever possible please state briefly any disabilities or conditions requiring special support or facilities:

Why have you chosen Jinnah Languages & Skill College

Continue on a separate sheet if necessary

Why have you chosen this programme ?

Continue on a separate sheet if necessary

Monitoring Information (Optional) :

Information provided will be used for monitoring purposes only. It is not part of the selection procedure. Please tick as appropriate

Asian - Bangladeshi Chinese Indian Pakistani Sri Lankan Other *Please Specify*:.....

African - Caribbean Nigerian Ghanaian Other *Please Specify*:.....

British/European - *Please Specify*:..... **Other** - *Please Specify*:.....

Mandatory Questionnaire:

- | | | |
|--|------------------------------|-----------------------------|
| 1) Are you informed by our counsellor/representative fully about JLSC and programmes offered ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2) Are aware that JLSC will not find you part time work or offer placement services during your course of study ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3) Are you aware that you have to pay 100% tuition fees before enrolment ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4) Do you know that your English will be retested on arrival at the college, and any additional English courses required must be paid for ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5) Are you aware that you should have a minimum of 80% attendance during your study at JLSC? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6) Do you know that you will be terminated and reported to the UKBA if you remain absence for than 10 consecutive days ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7) Are you aware that you are only allowed one attempt and two resubmissions/resit for each course unit ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8) Are you aware that you cannot change the course without prior written permission of JLSC? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 9) Do you know that you cannot defer the start date of the course and must be reported to the UKBA if you do not enrol within 2 weeks of the enrolment period ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 10) Are you aware that you should have sufficient funds to cover your study and living expenses ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 11) Are you aware that you will not be able to start your academic course until and unless you have sufficient knowledge in English ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 12) Have you been refused a visa for any country including the UK ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 13) Do you know that your tuition fees will not be refunded if you provide us any false information and/or submit any false/forged documents to obtain a college coffer letter and/or visa ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 14) Are you aware that JLSC will inform the relevant authorities of your registration, attendance and progression details ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 15) Do you know that your registration with the College will be terminated and be reported to the UKBA if you provide us any false information and/or submit any false/forged documents ? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Finance:

Who will pay your tuition fees:

Please give brief description:

References : *(Please provide two references of which at least one should be from an academic referee.)*

REFEREE -1

REFEREE - 2

Name :

Name :

Address :

Address :

Tel / Fax :

Tel / Fax :

E-mail :

E-mail :

The completed Application Form should be accompanied by:

- * Three passport size photographs of the student
- * Copies of relevant educational certificates
- * Evidence of English Language Proficiency
- * A copy of the student's Passport
- * Employment details
- * Documents relating to financial capability.

Declaration:

I confirm that the information given on this form is correct and complete, and that I myself have completed all sections. I give consent to the processing of these data by JLSC for educational purposes under the provision of the Data Protection Act 1998. I also confirm that I have read and understood the terms and conditions of admission at JLSC.

Signature of the Student:

Date:

Office use only

Date Received:	Received By:
Processed By:	Confirmed By:

Please return the completed Application Form to the following address:

Jinnah Languages & Skills College

89-90 High Street
Dudley DY1 1QP
UK

Tel: 01384 45 95 86
Fax:
E:office@jlsc.co.uk

Marketing Officer's / Student Counsellor's Report:

Agent's Name

Student's Name

- 01) Have you checked that the Application Form is fully completed ?
- 02) Has the student signed the Application Form ?
- 03) Has the student submitted all the required documents ?
- 04) Have you explained the English language requirements to the student ?
- 05) Have you checked the original of all the documents ?
- 06) Have you made him aware of the attendance requirements ?
- 07) Have you checked that the student meets the course entry requirements ?
- 08) Have you explained that the student cannot change/defer the course without prior written permission of JLSC ?
- 09) Have you made him aware of the academic progress requirements ?
- 10) Have you told the student that he/she must pay 100% tuition fees before enrolment ?
- 11) Has it made clear to the student that he/she must be reported to the UKBA if they do not enrol within 2 weeks of the enrolment period ?
- 12) Have you informed that the student should have sufficient funds to cover his/her study and living expenses ?
- 13) Have you informed the student that the tuition fees will not be refunded if he/she provides us any false information and/or submits any false/forged documents to obtain a college offer letter and/or visa ?
- 14) Have you explained the student that JLSC will inform the relevant authorities of their registration, attendance and progression details ?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No

* Do you think the student has sufficient proficiency in English ? Yes No

* Do you think the student is suitable for the course applied ? Yes No

Comments

Signature

Date