



Please read the information on the back page of this form before completing.

If you need help completing this form, or there is anything you do not understand contact the International Centre through one of the following methods:

Telephone: +44(0)20 7565 1246

Fax: +44(0)20 8563 8574

Email: intoff@wlc.ac.uk

Overseas Representative: _____

Data Number						
College use only						

Please complete the application form using **BLOCK CAPITALS**.

1. Course details - Fill in the name of the course and level you would like to study in the box below.

Course Name	Level	When would you like to start

2. Personal details

Mr Mrs Miss

Surname or family name			
First name(s)		Date of birth	
Email	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Are you in possession of/or have applied for a visa as an overseas student?		Yes*	No
*If yes please enter your visa start and end date		Start:	End:
Address in your home country			
Country		Nationality	
Home telephone		Mobile	
Are you currently residing in the UK?		Yes	No
If yes please enter your address or contact address in the UK			
Postcode			
UK telephone		Mobile	

7. Do you have a disability or learning difficulty?

The College welcomes applications from people with special needs, and considers them on the same academic grounds as those from other candidates. It is helpful to know about your disability in advance, so that we can discuss the support you need at College. The information you provide will be treated confidentially.

If you have a disability, learning difficulty or medical condition please tell us by ticking the boxes which are applicable to you:

- Dyslexia
- Other Learning Difficulties
- Mobility Difficulties/Wheelchair User
- Other specific special need(s), please specify: _____
- Blind/Partially Sighted
- Deaf/Hearing Impairment
- An unseen special need (eg. Diabetes, Epilepsy or Asthma)
- Mental Health Difficulties
- Chronic Illness

8. Ethnicity - The following question is used only to monitor our equal opportunities policy to ensure it is effective. Your co-operation in completing this question is appreciated as it is used to check that all groups are treated fairly in order for us to make sure our courses and services meet your needs.

Please use a tick to indicate the ethnic group to which you see yourself belonging.

- Asian or Asian British - Bangladeshi
- Asian or Asian British - Indian
- Asian or Asian British - Pakistani
- Asian or Asian British - any other Asian background
- Black or Black British - African
- Black or Black British - Caribbean
- Black or Black British - any other Black background
- Mixed - White and Asian
- Mixed - White and Black African
- Mixed - White and Black Caribbean
- White British
- White Irish
- White - European
- White - Non-European
- White - Other mixed background
- Afghan
- Arab other
- Chinese
- Iranian
- Iraqi
- Japanese
- Latin/South/Central America
- Vietnamese
- Any other ethnic background
- Prefer not to disclose

Is English your first language? Yes No

If no, which languages do you speak: _____

9. What we do with the information on this form?

We will store your details on our database so that we can contact you about the course you have applied for. We may also use your details to contact you about College news and events.

If you would prefer not to be contacted for this purpose please tick this box.

If you have given us information about a disability or a learning difficulty, the College will pass this information on to the Learning Support Team to enable them to arrange any necessary support you may need.

If you wish for them to keep sensitive information confidential please tick the box.

Arrangements will be made to discuss this with you when you start at the College.

Please sign: _____

Date: _____

Thank you for completing this application form. Please send to:

International Centre
Gliddon Road
Barons Court
London W14 9BL
UK



Funded by:



Please Read This Section Before Completing The Application Form

Only you the student must complete this form.
You must sign the form to declare this.

What you need to know

When we receive your application form, along with copies of the certificates provided, it will be used to consider you for a place on your chosen course. Should you be unsuitable for your chosen course, the International Admissions team will recommend a more appropriate course for you. After processing your application form, if you meet the entry requirements of the course we will write to you to offer you a place. We will then request a deposit or full fees.

How much is the deposit payment?

£2,500 (or full tuition fees for courses lasting less than 1 academic year). When we have received your deposit or full fees we will then send you a Confirmation of Acceptance for Studies (CAS) number. This is an electronic reference number which is linked to the UKBA visa system. You should take this to the British Embassy or High Commission in your country of residence to support your application for entry clearance to the UK.

What do I need to know about applying for a UK student visa?

To enter the UK as a student, you may need entry clearance, which means you must apply for a student visa at the British Embassy or High Commission in your country. All persons applying for a student visa must produce the following documents to show that they meet the entry requirements:

- a) a valid passport or travel document
- b) a CAS number (dated less than 6 months old) for a full-time course.
- c) bank statements showing enough funds to cover the full tuition fees payable at the College and the costs of living in the UK up to a maximum of 9 months (if applicable) and held in the account for a minimum of 28 days.
- d) Evidence of original qualifications used for assessment as listed on the CAS statement.

What if I fail to get a visa?

You will need to consider carefully before applying to the College and if you meet the entry requirements to come to the UK on a (student) visa. If your application for a student visa is unsuccessful, and you wish to apply for a refund you MUST submit a refund application form and a copy of the Visa Refusal document given to you by the office that refused your visa. The reasons for your visa refusal will be taken into consideration by the College when you apply for a refund. If your visa is refused due to lack of preparation and/or forged documents you will not be eligible for a refund.

How much is a refund?

This depends on the application process. Please refer to the offer letter for your specific refund entitlement. £500 of the deposit you paid the College is non-refundable. If you have paid £2,500 as a deposit, and qualify for a refund, only £2,100 will be returned to you.

The College is only able to pay refunds by cheque.

Checklist: have you...

- Completed the application form in full.
- Attached copies of your certificates/references/visa/passport (including any English Language qualifications) to the application form.
Translated documents where necessary.
- Read and understood the tuition fees and deposit payable.

If you are unsure about your ability to pay the deposit and tuition fees and whether you meet the requirements of a student visa, we advise you not to apply.

On checking the above, please return the form to the address given on the application form.

Who can help me with my questions?

International Centre

You can contact us if you have any questions about your application. Our website also gives information on the application procedure for International Students.

International Centre

Gliddon Road, Barons Court, W14 9BL, London, UK

wlc.ac.uk

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Email: intoff@wlc.ac.uk

Overseas Representatives

Overseas representatives will help you prepare to come to the UK to study and assist you in further communications with the College. Overseas representatives might charge you for their counselling services. Details of the College's representatives can be found on our website.