



*God calls His people to be a light to the nations. To reach out to the least, the last, the lost and the marginalized.*

This is our mission through the Ealing Community School of English (ECSE)

## STUDENT ENROLMENT FORM – 2018/19

### 1. PERSONAL INFORMATION

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Over 18? Yes  No

Mobile telephone number \_\_\_\_\_ Email \_\_\_\_\_

Nationality \_\_\_\_\_

Native languages(s) \_\_\_\_\_

Tick this box if you do NOT want your photo to appear on the school's website or social media sites

How did you hear about the school?

Friend/family member  ecse.org.uk  Search Engine i.e. Google  Social Media i.e. Facebook  Other

If other, please state here: \_\_\_\_\_

Were you in ECSE last year? Yes  No

If yes, what was your level \_\_\_\_\_

### 2. STUDENT AGREEMENT: TERMS & CONDITIONS OF ATTENDANCE

1. The school, which is for **ADULTS OF 18 YEARS AND OVER ONLY**, expects all students to attend regularly during term time **and maintain at least 80% attendance** throughout the year.

2. Classes take part on Monday and Wednesday evening at Elthorne Park High School. Students should arrive for classes at the school **NO EARLIER than 6.50PM and NO LATER than 7.00PM**. Classes finish at **8.50PM**. **Class and term dates can be found on our website.**

3. A registration fee is payable before starting classes. Payment is by electronic bank transfer. The total fee for one academic year is **£80** per student, regardless of class level. The fee does not include any exam fees. The registration fee is non-refundable under any circumstances. The school reserves the right to decide which class the student is placed in.

4. Students with special needs, learning or other disabilities should advise the school before registering.

5. Mobile phones **MUST** be switched off during class time.

**6. Only English may be spoken on the school premises.**

7. Students should go **directly** to the classroom building and not attempt to access any other part of the school. Students' motor cars and motorbikes may be parked in the Elthorne Park High School car park (or in adjacent streets) and are not allowed on the main school premises. Bicycles may be walked (not ridden) to the class building but must be parked outside – they may be chained to the railings outside the door. Ealing Community School of English and Elthorne Park High School accepts no liability for any loss or damage whatsoever caused to cars, motorbikes, bicycles or any other vehicles parked on the school premises.

**8. Smoking is strictly forbidden anywhere within the school premises inside the external entry/exit gates.** The school reserves the right to expel any student who does not follow any of the above regulations. Other security restrictions may apply and students will be advised of these.

9. Ealing Community School of English and Elthorne Park High School accepts no liability for any loss or damage whatsoever caused to the student's property while on the school premises.

I agree to the terms and conditions of attendance set out in this form.

Student's Name \_\_\_\_\_

Student's Signature \_\_\_\_\_

Date \_\_ / \_\_ / \_\_\_\_

**OFFICE USE ONLY**

**Administration**

ID Photocopied? Yes  No

Email Address Verified Yes  No

Phone Number Verified Yes  No

**Class Placement**

Speaking Test Score \_\_\_\_\_ Reading and Writing Test Score \_\_\_\_\_

Basic Beginner (Step 1)  Beginner (Step 2)  GESE 2 (Entry 1)  GESE 3 (Entry 2)

GESE 5 / ISE 1 (Entry 3)  ISE 2 (Level 1)  ISE 3 (Level 2)  ISE 4 (Level 3)

**Payment**

Pay status : \_\_\_\_\_

Date \_\_ / \_\_ / \_\_\_\_

**Additional Notes (if relevant):**