



MONT ROSE COLLEGE[®]

OF MANAGEMENT & SCIENCES



APPLICATION FORM FOR ADMISSION

Please read the College prospectus before completing this form. Complete in BLOCK capitals.
Students must be over 18. Please write in black ink

FOR OFFICE USE ONLY

Reference No:	Officer:		
Student No:	Recommended By:		
Programme:	Full Time	Part Time	Distance Learning
Higher National Diploma in Business Marketing			
Higher National Diploma in Hospitality			
Top Up Degree Course			
Other			

PERSONAL DETAILS

Title: Male <input type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/>	Address:		
First Name:			
Last Name:	Town:	Post Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Date of Birth:	Country:		
Nationality:	Email: <input type="text"/> @		
Tel No. (incl. area code):	Home Address:		
Mobile No:			
Next of Kin (this will be required in case of emergency)			
Name:	Address:		
Tel:			
Mobile:			
Email: <input type="text"/> @	Country & Town:		
Applicant Passport Information:			
Passport No:	Place of Issue:		
Date of Issue: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Valid Until: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

EDUCATIONAL QUALIFICATIONS

	Title of Qualification	Institution	Country	End Date	Results
Secondary Education					
Higher Secondary Education					
Undergraduate Level					
Post Graduate Level					
English Language Grades/Score MRELT/IELTS/Other					

Please attach the relevant attested photocopies of your educational certificates, provide English language translation of these documents (if appropriate) and include English Language Qualifications.

Educational Reference: Please attach a relevant reference (e.g. from an educational referee).

WORK EXPERIENCE

Please provide a reference letter from your employer.

FEE

Registration Fee: _____ **Paid by:** D.D. Cash Cheque

To be Paid By SFE: _____

Total Course Fee: _____ **Fee Paid:** _____ **Balance due on arrival:** _____

Are you receiving disability allowance Yes No

Ethnic Origin and Additional Needs

Mark As Appropriate

	Ethnic Origin		Disability Statement			
White British	Indian	Mixed White & Black African	No known Disability	Blind	Wheelchair User	Asthma
White Irish	Pakistani	Mixed White & Asian	Dyslexia	Partially sighted	Mobility difficulties	Multiple disabilities
White Other	Bangladeshi	Other Mixed Background	Dyspraxia	Deaf (BSL user)	Personal care support needed	Chronic Fatigue Syndrome (ME)
Black Caribbean	Chinese	Other	Dyscalculia	Deaf (non BSL user)	Mental health difficulties	
Black African	Asian other	Information refused	ADD/HD	Hearing impaired	Diabetes	Disability not listed above
Black Other	Mixed White & Black Caribbean		Asperger's Syndrome		Lipreader	Epilepsy

CRIMINAL CONVICTION

Please provide a reference letter from your employer.

Yes No

If you have been convicted of a criminal offence, excluding motoring offences for which a fine and / or up to three penalty points imposed, you are required to declare this. If you cross 'yes' box you will be required to provide details of the conviction.

I agree that the college can obtain personal data as part of this application and understand will store this information securely as per data protection act 1984 (1998).

STUDENT SUPPORT ELIGIBILITY CHECK

1	Will you be applying for the student's loan to finance your course?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	If yes, will you apply for tuition	Fee Loan <input type="checkbox"/>	Tuition and Maintenance Loan <input type="checkbox"/>
			Both <input type="checkbox"/>
3	Are you aware on which application (SLC) you should apply?	Yes <input type="checkbox"/>	
4	Have you studied in any other College/University prior to enrolling at Mont Rose College, where your course was funded by Student Loan Company?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5	If so, how many years you were studying?	<input type="text"/> <input type="text"/>	Years
FOR NON BRITISH NATIONALS ONLY			
6	Are you planning to apply for student's loan on PN1 form claiming that you are resident in UK for at least three years prior to your course?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7	If yes, could you provide us with three years residency proof prior to your course?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Terms and Conditions

- For the purposes of this agreement the terms: "the College", "We", and "Our" mean or refer to Mont Rose College of Management and Sciences, and the term "You" refers either to the applicant or the student whenever it is used.
- Anyone supplying false information on the application form will be suspended or expelled from the college after enrollment and no fee refund will be given.
- The college requires all its students to attend all lectures and classes; submit all written work when required; attend all tests and examinations and work thoroughly throughout the programme.
- The student is required to provide at least 24 hour written notice in advance to Mont Rose College, if for any reason he /she is unable to attend the class as published on a timetable.
- For programmes leading to qualifications awarded by External Awarding Bodies, students must agree to be bound by the relevant Awarding Body Regulations and any subsequent amendments made thereto time to time.
- The College might be required to inform the appropriate authorities, if the student has been removed/ temporarily suspended/ withdrawn from the course.
- We reserve the right to change or alter the timetable or the composition of our teaching staff whenever the expediency of the situation requires so.
- We reserve the right to cancel any programme within four weeks' notice prior to the published commencement date of the programme, in which case any fees paid will be refunded in full.
- We reserve the right to withdraw any programme up to four weeks after its commencement date where we consider that it is not viable to run that programme, whereupon an alternative programme will be offered.
- We may terminate/ suspend any student without a refund at any stage of a program or, when necessary, if the student fails to: fulfil any of the requirements stated herein or any further requirements or amendments that we may publish from time to time, achieve the satisfactory attendance, submit the course work on time, meet financial obligations.
- If the student demonstrates inappropriate conduct or any form of behaviour which is deemed unacceptable to the College, such student will be expelled from the College without a right to appeal, no refund will be given.
- The student has a right to submit the written request to Mont Rose College for his/ her details (name, photographs) not to be used for media/promotion purposes. If the written request is not received, the College will have the full right to use the student's name and/or photographs for its publications and any promotional material.
- Further terms and conditions are published on our official College website (mrcollege.ac.uk) and all such terms and conditions are incorporated into this agreement. Please read and confirm that you understood:

POLICIES / NOTICES

Academic Ethics	Refund Policy
Appeals Policy	Prior Learning Policy
Attendance and Students Complaints Policy	HESA Student Collection Notice
Admission Policy	Health & Safety Policy

Declaration: I confirm that I have completed this form and to the best of my knowledge the information provided is complete and accurate. I have read and understood the terms and conditions, Company's policies. I am fully aware that failure to comply with the College rules and regulations may lead my admission to be revoked.

SIGNATURE

Date:



MONT ROSE COLLEGE®
OF MANAGEMENT & SCIENCES

MAINTAINING HIGH STANDARDS IN THE PROVISION OF EDUCATION



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