# NorthStarWorldwide – Application form (school)

Please complete a separate form for each student

|  |  |
| --- | --- |
| Please indicate when you wish the student named below to begin their studies | \* |

\* Please select if you are enrolling more than one student

# School/teacher contact information

|  |  |  |  |
| --- | --- | --- | --- |
| Name of school | |  |  |
| Name of member of staff | |  | Title |
| Title or role within school | | | |
| Email address of member of staff | | | |
| Name of person to whom invoice should be sent | | | |
| Email address of person to whom invoice should be sent | | | |
| Name of member of staff who will be supervising the student       Title | | | |
| Email address of member of staff who will be supervising the student | | | |
| School mailing address | | | Postcode |
| Full Tel No | Full Fax No (if available) | | |

# Student Information

|  |  |  |  |
| --- | --- | --- | --- |
| Family Name | First Name | | Gender |
| Age at Enrolment | Date of Birth | | Student’s first language |
| Email address of student | | Preferred name of student | |
| Please note that it is essential that you provide a separate email address for the student | | | |

# Subjects

Please list the subjects that you wish to enrol the student for. Please check on our web site regarding availability of courses.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Subject | Year  i.e 7,8,9 GCSE/IGCSE or A level ⊗ | Exam Board◊ |  | Subject | Year  i.e 7,8,9 GCSE/IGCSE or A level  ⊗ | Exam Board◊ |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |

⊗ If enrolling for GCSE/IGCSE or A level courses, specify if the student is enrolling in Year 10, Year 11, AS or A2.  
◊ CiE or Edexcel (Please check availability of subjects from the NSW web site)

|  |  |
| --- | --- |
| If starting a year 7-9 year course in the spring or summer term do you wish to pay full fees in order to enable the student to catch up on earlier work? |  |
| Does the student have any learning difficulties that you are aware of? |  |

# Special Educational Needs

*It is important that we are aware of any special education needs that the student may have as well as any relevant diagnosed or medical conditions. This information will be shared with the student’s tutors, unless you instruct us otherwise. We also need to know if the student has been excluded or suspended from school or convicted of any criminal offence. This information will be treated confidentially.*

**Please provide any relevant information on these matters here. Alternatively, you may email this information to us.**

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# Payment Information

# Please carefully work your way through this section, starting at 1, then 2 (Part A) followed by 2 (Part B)

# 1. Your Deposit

# On application you are expected to make payment of a deposit of 30% of total tuition fees. Based upon your instructions (below), we will request payment shortly after receiving your application form.

**If submitting an application form before 31 July, you are only required to make a deposit payment of 10%.**

|  |  |  |
| --- | --- | --- |
| How do you wish to pay your deposit? | I wish to pay by debit/credit card |  |
| I will transfer money directly to your bank account |  |

# 2. Paying the remaining fees

# Part A

**Tick ONE box only**

|  |  |  |
| --- | --- | --- |
| I wish to pay remaining fees in one lump sum | |  |
| I wish to pay remaining fees by 8 monthly instalments (this number is reduced for those starting later in the year) | |  |
| I wish to pay remaining fees by three instalments | |  |
| **Paying by Eight Instalments - Notes**  We can only accept 8 instalment payments by **standing order from a bank account**. Please note that the first payment may include additional charges such as books purchased from NSW and may therefore be higher than subsequent payments.  **Paying by Three instalments – Notes** | | |
| 50% of total fees + all additional charges due | Due on commencement of course | |
| 25% of total fees | These payments are typically taken January and April. We will provide you with a detailed payment schedule after registration. | |
| 25% of total fees |

# Part B

**Please tell us what method of payment you wish to use - select ONE option from the drop-down list.**

|  |  |
| --- | --- |
| I wish to pay by: |  |
| After enrolment, you will receive an invoice and payment schedule by email, clearly showing your payment method and due dates for all payments. See terms and conditions regarding late payment of fees | |

**Declaration**

I wish to enrol       (please insert student’s name) in NorthStarWorldwide for the courses indicated, for the academic year selected at the top of this form. I am authorised by the school named on this form to enter into a financial agreement on its behalf. The school undertakes to pay all fees due by the dates given on the payment schedule.

|  |  |
| --- | --- |
|  |  |
|  | I enclose proof of age of the student (clear photocopy of passport or birth certificate - not necessary if previously enrolled). |
|  | I have notified NSW of any special education needs that the student has |
|  | I have included a separate email address for the student |
|  | Please select this box to denote that you have read and agree with the NSW terms and conditions available on our web site. |

|  |  |  |
| --- | --- | --- |
| If you are completing this form electronically and submitting it online, please select this box as a form of electronic signature. | |  |
| If you are submitting this form by fax or mail please sign below | | |
| signed: | Date | |
| return the completed form to: info@NorthStarWorldwide.org  NorthStarWorldwide, 4 Lea Road, Dronfield, S18 1SB, UK  Tel: +44 (0) 1246 410122 | | |