



First Name(s):	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs.	Present Age: _____																				
Middle Name:	<input type="checkbox"/> Miss <input type="checkbox"/> Ms.	Date of Birth: _____																				
Last Name/Surname:	Sex: <input type="checkbox"/> M <input type="checkbox"/> F	<table border="1"> <tr> <td>D</td><td>D</td><td>/</td><td>M</td><td>M</td><td>/</td><td>Y</td><td>E</td><td>A</td><td>R</td> </tr> <tr> <td>□</td><td>□</td><td></td><td>□</td><td>□</td><td></td><td>□</td><td>□</td><td>□</td><td>□</td> </tr> </table>	D	D	/	M	M	/	Y	E	A	R	□	□		□	□		□	□	□	□
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Permanent Address _____

Post code _____ Country _____ Tel No. (Home) _____

(Work) _____ (Mobile) _____

E-mail Address _____

(Please check course listing to see diplomas available)

I wish to take:

Course Title: _____ Start Date: _____

Course Code: _____

I wish to pay:

CHEQUE BANK DRAFT DEBIT CARD CREDIT CARD CASH

I enclose a Deposit/Full Course Fee (delete as necessary) of £ _____ (Standard deposit is 20% of TOTAL)

Please make your cheque/bank draft payable to Beauty & Laser Training Ltd. Bank transfer to Natwest, Slough Farnham Road, Po Box 1070, Slough Berks, SL1 1AL, Account No. 53718240, sort code 01-08-15

Please charge my:

MASTER CARD VISA AMEX JCB MAESTRO/DELTA/SOLO Card Issue Number □□

With the amount of £: _____ Card Charge No: □□□□□□□□□□□□□□□□

Name on Card: _____ Card Expiry Date: □□ □□ Valid From: □□ □□

Cardholder's Address: _____ Last 3 digits of security code from the signature strip on the back of the card: □□□

Cardholder's Signature _____ Date _____

If you would like to authorise us to take the remaining balance from this same card on the due date, please sign and date below:

Cardholder's Signature _____ Date _____

Language spoken:

First language spoken: _____ Other languages spoken: _____

Ethnic origin Please tick the box most appropriate to you

<input type="checkbox"/> White, UK heritage	<input type="checkbox"/> White European	<input type="checkbox"/> White other	<input type="checkbox"/> White type not known	<input type="checkbox"/> Black Caribbean
<input type="checkbox"/> Black African	<input type="checkbox"/> Black other	<input type="checkbox"/> Indian	<input type="checkbox"/> Pakistani	<input type="checkbox"/> Bangladeshi
<input type="checkbox"/> Chinese	<input type="checkbox"/> Japanese	<input type="checkbox"/> Other	<input type="checkbox"/> Prefer not to say	



VTCT Lifetime Registration Number _____
(from any previous beauty courses)

Please state your ability with the English language (if you have 'scores' or 'levels' please indicate these) alternatively, use one of the following (fluent, advanced, intermediate, basic, poor)

Listening:

- Fluent
- Advanced
- Intermediate
- Basic
- Poor

Speaking:

- Fluent
- Advanced
- Intermediate
- Basic
- Poor

Reading:

- Fluent
- Advanced
- Intermediate
- Basic
- Poor

Writing:

- Fluent
- Advanced
- Intermediate
- Basic
- Poor

Any other examinations/qualifications achieved: _____

Are you on long-term medication? Yes No
Please state what for: _____

Telephone number of next of kin in case of emergency: _____

Do any of the following conditions apply to you?

- | | | | | |
|--|--|--|---|--|
| <input type="checkbox"/> Heart disorder | <input type="checkbox"/> Hearing impairment | <input type="checkbox"/> Mental ill health | <input type="checkbox"/> Migraines | <input type="checkbox"/> Back problems |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Emotional/behavioural | <input type="checkbox"/> Asthma | <input type="checkbox"/> Dyslexia | <input type="checkbox"/> Allergies |
| <input type="checkbox"/> Anxiety attacks | <input type="checkbox"/> Disability affecting mobility | <input type="checkbox"/> Epilepsy | <input type="checkbox"/> Numeracy problems | <input type="checkbox"/> Phobias |
| <input type="checkbox"/> Visual impairment | <input type="checkbox"/> Nervous disorder | <input type="checkbox"/> High blood pressure | <input type="checkbox"/> Low blood pressure | |
| <input type="checkbox"/> Other physical disability | <input type="checkbox"/> Other (Please state) | | | |

Do you have any children or others in your care?
 Yes No

Are you pregnant or planing for a baby during this course?
 Yes No

Please tick any circumstances which are currently appropriate to you:

- | | | | | |
|---|---|---|---|-------------------------------------|
| <input type="checkbox"/> Employed | <input type="checkbox"/> Self-employed | <input type="checkbox"/> Claiming job seekers allowance | <input type="checkbox"/> In full-time education | <input type="checkbox"/> Unemployed |
| <input type="checkbox"/> Medically retired/discharged from work | <input type="checkbox"/> Studying part-time elsewhere | | <input type="checkbox"/> Home-maker | |

IT IS ESSENTIAL THAT YOU INFORM THAT ADMINISTRATION DEPARTMENT OF ANY CHANGES TO YOUR HEALTH/MEDICAL CIRCUMSTANCES FAILURE TO DO SO MAY INVALIDATE INSURANCE COVER FOR YOU IN THE EVENT OF AN ACCIDENT. FAILURE TO DISCLOSE ANY INFORMATION AT THIS STAGE WHICH LATER AFFECTS YOUR COURSE WILL INVALIDATE YOUR CONTRACT WITH US.

DECLARATION:

I have read, understood and agree to The Beaulaz Training Centre's Terms, Conditions and Contract of Enrolment.

Signature: _____

(Signature of employer, parent or guardian if under 18 years of age.)
You must be 18 years or over when commencing a course.

Date: / /

Please send completed form to:

**Beaulaz Training Centre, No 3 Kingfisher Court, 1st Floor, 281 Farnham Road,
Slough, Berkshire, SL2 1JF. T: 01753 524 125.**

Email: info@beaulaz.com Website: www.beaulaz.com

Terms, Conditions and Contract of Enrolment

FEES, ENROLMENT & REFUNDS

1. IN THE EVENT OF A STUDENT FAILING TO ATTEND THE CONFIRMED COURSE OR COMPLETED THE COURSE FOR ANY REASON OTHER THAN THE UNLIKELY EVENT THAT THE COURSE IS CANCELLED BY THE SCHOOL, (FOR EXAMPLE: PERSONAL PROBLEMS, ILLNESS, CHANGE OF MIND, RELOCATION, PREGNANCY, OR DEATH IN THE FAMILY, CHANGE IN PERSONAL CIRCUMSTANCES, FAILURE TO OBTAIN A VISA OR A LOAN ETC.) NO REFUNDS OF FEES OR DEPOSITS WILL BE MADE AND NO ENTITLEMENT TO A LATER-DATE COURSE WILL BE GAINED.
2. Deposits are non-refundable but will be credited against course fee. If you cancel your enrolment less than 30 days prior to the start date, no monies will be refunded
3. The balance of the full course fees should be paid to the Administrator no less than 30 days prior to the commencement date. Failure to pay the balance by the due date will result in the deposit being forfeited.
4. Upon notification of the commencement date no variation in the course date will be permitted without full payment of any outstanding balance and at least one month's written notice being received by the Administrator, who reserves the right to change and confirm another date - subject to availability. The applicant can make only one change of date.
5. All fees quoted attract and are including VAT (UK GOVERNMENT TAX) at the current rate. All fees must be received by the School without deduction, therefore any overseas/UK bank charges will automatically be added to the final balance payable. Educational courses are not exempt from VAT nor can VAT be claimed back by overseas students
6. A student is accepted for enrolment on and subject to the conditions that the student will attend on the date (the commencement date) and at the time specified in the confirmation letter which will be sent to the student upon receipt to the completed application form together with the correct deposit.
7. Fees are not refundable if the course is interrupted or cancelled through an act of God or terrorist act.
8. Students will not be accepted on the commencement date unless full payment of fees has been made.
9. Course fees, deposits and other payments are non-transferable.

HOURS, ATTENDANCE & ACHIEVEMENT

10. STUDENTS ARE REQUIRED TO ATTEND ON THE FIRST DAY OF THEIR COURSE OR MODULE AT THE TIME STATED ON THEIR CONFIRMATION LETTER. FAILURE TO ATTEND THE FIRST DAY OF YOUR COURSE OR MODULE WILL PRECLUDE YOU FROM ATTENDING ANY FURTHER PART OF THAT COURSE OR MODULE, AND YOU WILL NOT BE ENTITLED TO A REFUND OF ANY FEES PAID OR OFFERED AN ALTERNATIVE START DATE OR COURSE.
11. For assessment-based courses, you must have a minimum of 80% attendance for teaching in the classroom for each subject/module. Failure to meet this requirement will result in your expulsion from the school. You must also have 100% attendance in the Student Salon. You are required to spend additional time after the course in the Salon to meet this requirement otherwise it will preclude you from being assessed and qualified. For examination-based courses, you must have at least 80% attendance in the first 12 weeks of your course. Failure to meet this requirement will result in your expulsion from the school.
12. Classes will commence promptly at the published times irrespective of whether all students are present. Classes will not be delayed to wait for latecomers, and teachers are not responsible for repeating work missed. Latecomers may be requested to wait until a suitable break in teaching before entering a class. Class hours can varied at the discretion of the Schools Director without prior notice.
13. The School will be closed on all UK public holidays. If a public holiday falls during your course, no extra days will be added to your course nor reduction in fees given.
14. Paying for and/or attending a course fully does not guarantee or qualification, diploma or certificate of achievement. Awards of achievement are gained by the successful fulfillment of the criteria set out by the various awarding bodies. The decision of the Education Director is final in all cases.
15. Time off for official religious holiday, booked holidays, planned weddings, medical appointments etc. must be discussed and agreed before application. We recommended that all absence be avoided where possible.

GENERAL

19. It is regretted that due to the possibility of copyright infringement, the use of video cameras is not permitted. Audio recording equipment may be permitted by specific arrangement.
20. The wearing of the School's uniform is required for all students unless otherwise stated. Please refer to the Dress Code and Centre Policy Guidelines for full details.
21. As all courses are of a continuous nature, no allowance for lateness or absenteeism will be made except with prior consent by the Education Director who also reserves the right to dismiss any student giving justifiable cause for such action. His/her decision in all such matters will be deemed as final.
22. It is not the responsibility of the School or individual teachers to provide additional teaching hours for students to 'catch up' on education missed due to lateness or absenteeism for whatever reason.
23. All courses and fees are subject to change without prior notice.
24. Employer's guarantee - it is our continued policy in the case of any student who is employed or sponsored by any other organisation, not to openly or directly solicit that student for the purposes of employment, whilst that student is attending The Beaulaz Training Centre course.
25. Students unable to understand or speak English will not be permitted to take part in practical sessions without the assistance of a suitably qualified interpreter. The interpreter must be arranged and at the expense of the student.
26. Students failing to complete their assessments, variations, ranges, etc. during the terms of their course will be charged by the hour of any further teaching/supervision/assessment. These sessions will be at the convenience of the School. Check with the Administration department for the current rates.
27. These conditions form the main part of the contract between the School and the Student. The Centre Policy Guidelines (issued separately on request) also form part of this contract and should be read by all students. Only the Director shall be authorised to alter or waive any of aforementioned terms and conditions.

DISCIPLINARY

28. If any student behaves improperly on the School's premises including any form of cheating during an assessment/exam, damages or removes any equipment belonging to the School will be asked to leave immediately.