

Please Attach Photo Here



For office use only  
BSL Reg. No. \_\_\_\_\_

**THE BUSINESS SCHOOL OF LONDON**  
E-mail: info@tbsl.org.uk, www.tbsl.org.uk

**APPLICATION FOR ADMISSION**

Please fill out admission form using block letters

**PERSONAL INFORMATION**

Please Check One

Mr.  Mrs.  Miss.  Ms.

\_\_\_\_\_  
First Name Middle Name or Initials Last Name

**OVERSEAS ADDRESS**

\_\_\_\_\_  
\_\_\_\_\_

**PRESENT ADDRESS**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Telephone Mobile E-mail  
\_\_\_\_\_  
Date of Birth Nationality Passport No.

**COURSE TO BE TAKEN**

Please Check One

Full Time  Part Time

Course Title: \_\_\_\_\_

**PROPOSED COURSE START DATE**

**PROPOSED EXAM DATE**

\_\_\_\_\_  
\_\_\_\_\_

**HOW YOU HEARD OF THE COLLEGE**

\_\_\_\_\_

**ENGLISH LANGUAGE**

if you have passed any English language qualifications (e.g. TOEFL, IELTS, 'O' Level) please list details below. shedding Colour should be Like this

**ACADEMIC HISTORY**

Please give details of your educational transcripts of your academic record for all institutions attended

Academic Qualifications:	City/Country	Major	Attendance Date	Date Degree Granted	GPA

**WHO WILL BE PAYING YOUR FEES?**

Myself  Sponsor  My employer  LEA

If you are not paying for your fees, please give details of grants or sponsorship below:

\_\_\_\_\_  
Name of Sponsor Telephone

\_\_\_\_\_  
Address

**TERMS AND CONDITIONS**

- It is a condition that all tuition fees and deposits are payable in advance and are not refundable.
- It is a Condition that the School requires the student to attend all lectures, classes and terms examinations.
- Any prolonged absence from classes must be reported to the Administration Officer immediately. Students must notify the Register of  any change of address.
- No refunds of deposits or tuition fees will be made in the event of cancellation or non-attendance by the student.
- Overseas students must note that where statement has been sent to the Home Officer to support a student visa application the School  must notify the Home Officer of any cancellation.
- I give consent for use of my pictures and details for The Business School of London promotional purposes.
- The BSL reserves the right to cancel a course prior to the commencement date whereupon any fee paid will be refunded in full.  The BSL reserves the right to withdraw a subject at any time, where it considers that it is not viable, whereupon an alternative subject  will be offered.
- Student are liable for the loss of library books, journals, magazines and newspaper. In case of loss or damage he/she must replace  it/them, or pay such sum as required to replace it/them by the School.
- Any one supplying false information on the application form is liable to suspension form the School forthwith.
- The formation or continuation of any course or class is dependent upon adequate student enrollment and attendance. For most courses  this will be an enrollment of eight students.
- The balance of the course fees must be settled on or before Registration day.
- Letter of acceptance for immigration, bank purposes or council tax will not be issued until the full fees are paid.

**METHOD OF PAYMENT**

Please Check One

Cash  Cheque  Draft

I enclose herewith:

\_\_\_\_\_ Two passport sized photographs.

\_\_\_\_\_ Photocopies of all certificates or letter of eligibility.

£\_\_\_\_\_ as deposit and will pay the balance of the fees before the commencement of the course.

£\_\_\_\_\_ as full fees for the course required.

**DECLARATION**

I declare that the statement made by me are correct to the best of my knowledge and belief and I agree to be bound by the School's Terms & Conditions stated on the application, which I have read.

I understand that no refunds will be made in the event cancellation or non-attendance of the course.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Cheque/Draft should be made payable to "The Business School of London"