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# Application for Enrolment

Please read NOTES overleaf, then complete in BLOCK LETTERS and return this form.

NOTE: By answering the questions on this form, you will help us to help you. We need to know about you - your background, your ambitions and your interests - so that we can advise you about the most suitable course and how best you can reach your goal. You do not commit yourself to anything by completing this form.

## PERSONAL DETAILS

Full Name (as you would like it to appear on your acceptance letter)

First Name

Second Names (if any)

Family Name

Postal Address

Telephone/Mobile

E-mail

Nationality

Passport Number

Date of Birth

DD/MM/YY

Age

Sex

Father's Occupation

Mother's Occupation

How did you hear of us? Friend  Representative  Web  British Council  Advertisement (List publication)

## EDUCATION

**Your English level.** All courses are in English. You will therefore need to have a working knowledge of the language.

Is your English: Poor  Fairly good  Good  Very good  Cambridge/IELTS/TOEFL level (if applicable)

**Your academic qualifications.** Please give complete details of your academic qualifications including the name of the examination, the subjects taken and the marks or grade obtained. Alternatively, you can write 'see attached' in the space below and then attach photocopies of your examination results.

If you have taken some examinations but have not yet received the results, please tell us what you have taken, and when the results are expected.

## COURSE PREFERENCE

Please choose the course(s) you wish to apply for:

(You may need to tick more than one box.)

### Department of Business

- Pre-BBA - Diploma in Business Administration  
 Bachelor's Degree in Business Administration (BBA)  
 Bachelor's Degree in Business & Finance (BA)  
 Pre-MBA - Advanced Diploma in Business Administration  
 Master's Degree in Business Administration (MBA)  
 Master's Degree in Marketing (MSc.)  
 Master's Degree in Financial Management (MSc.)

### Department of Computing

- BCS Diploma in IT  
 BCS Diploma in IT - 2nd year entry  
 Bachelor's Degree in Computing (Final Year)

### Department of Hotel Management

- CTH Advanced Diploma in Hotel Management  
 CTH Advanced Diploma in Hotel Management - 2nd year entry  
 Bachelor's Degree in Int. Hospitality & Tourism Mgt. (Final Year)

### Department of Travel & Tourism

- CTH Advanced Diploma in Tourism Management  
 CTH Advanced Diploma in Tourism Management - 2nd year entry  
 Bachelor's Degree in Int. Hospitality & Tourism Mgt. (Final Year)

### Department of Fashion

- Foundation Diploma in Fashion Design

### English Language

- English Language  10 weeks  20 weeks  30 weeks

NB. These courses cannot be taken on their own and must be combined with one of the others

### FOR OFFICIAL USE ONLY

Application Ref. No.

Course offered

Date(s)

Instructions

Reg / Rep

## YOUR PREFERRED COURSE START DATE

When are you planning to start your course? \_\_\_\_\_ (Month) \_\_\_\_\_ (Year)

## EMPLOYMENT

In many cases job experience in the subject you have selected is accepted by the Professional Associations and Institutes in the place of academic successes. Therefore if you have any relevant work experience please tell us what sort of work you have done and for how long. Please give job title, whether full-time or part-time, and duration.

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## TRAVEL

If you are applying from overseas, have you ever visited the United Kingdom? No  Yes  (Please tick as appropriate)

If the answer is "YES" please state date(s) of visit(s) \_\_\_\_\_

Which other countries have you visited in the last five years? \_\_\_\_\_

## TUITION / ACCOMMODATION EXPENSES

Will you be paying your **tuition fees** yourself? No  Yes  (Please tick as appropriate)

If the answer is 'NO', please give name, address (in the UK or elsewhere), occupation and the relationship to yourself of the person paying.

If this person is resident in the UK and you would like us to send him/her copies of your acceptance letter please tick box

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Occupation \_\_\_\_\_

*You will need at least £500 per month for your living expenses during your stay in the UK but many students have friends or family in the UK with whom they can stay.*

Will you be paying for your **living expenses** yourself? No  Yes  (Please tick as appropriate)

If the answer is 'NO', please give name, address, occupation and relationship to yourself of the person paying.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Occupation \_\_\_\_\_

Will you be living with friends or relatives in the UK, during your training? No  Yes  (Please tick as appropriate)

If the answer to the above question is 'YES', please give name and address of the relative or friend.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

PLEASE NOTE: West London College can arrange accommodation if required (not included in tuition fees). Contact us for details.

If you are being sponsored by an organisation, please give the name and address. (Please note: WLC is unable to give scholarships to private individuals).

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Please tick box if scholarship is already confirmed

**NOTES** ❶ If you would like to photocopy this form to give to a friend or relative you may do so, but please be sure to delete your personal reference number from the copies. ❷ If you wish to send the application by fax, please write clearly and in black ink. ❸ If you do not hear from us within 3 weeks of the despatch of your application form please notify us by fax quoting your Application Reference Number and we will send you another form.