

Booking Form for Part Time and Short Courses



Please ensure that you have read the information on course bookings carefully before completion. If you require any further information about applying for these courses, please call us on 01395 562347 or email: enquiries@bicton.ac.uk

Please note places cannot be reserved without a completed booking form and payment.

About you (please complete in block capitals)

Title: (Please tick) MR MRS MISS MS

Surname: Forename(s) In Full:

Address:

..... Post Code:

Telephone Number: (Day) (Evening)

Date of Birth: Gender: Male Female

Nationality: National Insurance Number:.....

About your application

How did you first hear about Bicton College? (please tick)

- Friends/Family Advertising Library Open Event at Bicton College
 Job centre Careers Service Internet Previous Course Other

Your Course Choice

Course Title

Start Date End Date.....

Venue

The College reserves the right to cancel courses without prior notice if there are insufficient bookings or for other operational reasons. Where possible an alternative date / course will be offered.

If the College has to cancel a course for any reason, you will receive a full refund.

Your payment details

Total Fee Due £.....

Payment Method

I enclose a cheque/postal order for the sum of £..... payable to Bicton College

I authorise you to charge my credit/debit card account for the sum of £.....

Card No. _____ Expiry date ____ / ____

Card holders name (as on card): _____ Signature:.....

Issue Number _____ (Switch only) Valid date ____ / ____

I enclose an official order for the sum of £.....

Once you have booked on a course, you will be liable for the full course fees.

We will not refund any part of the fee if you subsequently withdraw, and your place is not filled.

If your place on the course is filled, then an administration charge of £50 will be made

FOR OFFICE USE ONLY

	Date	Receipt No.	Amount	IMPORTANT NOTICE TO STUDENTS
Enter on SI Live				
JI sent				Please note not all Assessments are carried out on the Bicton Campus. For off-site Assessments you will be expected to provide your own transport to and from the Assessment Site
Payment				
Cancellation				
Ack. letter				
Withdrawn				

