

Animal Care College Registration Form

PLEASE USE BLOCK CAPITAL LETTERS

Please complete and forward to the Registrar, Animal Care College, Index House, St. Georges Lane, Ascot, Berkshire SL5 7ET or apply on line at www.animalcarecollege.co.uk

I wish to register as a prospective student on the course:

(Name of course/s) _____

Beginning (immediately or month and year) _____

Title _____ Full Name _____

Address _____

Post Code _____

Telephone (Home) _____ (Work) _____

Mobile _____ e-mail _____

Please indicate on the line below any disabilities which we should take into consideration when assessing your work

I enclose the Registration Fee of £25.00* and my formal letter of application. The registration fee will be deducted from the course fee.

I have read, understood and accept the conditions of registration* Signed _____

Please tick you if you do not want your name circulated to other students

Please tick this box if you are an Associate of the Animal Care College

Please tick this box if you have started another ACC course within the last 12 months

Please tick if you would be interested in Open College Network SER Accreditation

I have enclosed my £25 registration fee

I have enclosed my letter of introduction

***The Registration Fee will be deducted from the course fee, but will be forfeited if payment of fees is not received.** Certification fees for courses which are externally moderated may be levied by the awarding body concerned. Occasionally it is suggested that Students re-submit Units to be remarked. Under these circumstances a fee is charged for the re-assessment. The exact amount depends on the nature and level of the course. A full refund of course fees will only be made to students if courses are **cancelled within 28 days of receipt of the first unit of work.** No refunds can be considered after this period. Students are expected to complete courses within a two year time frame except in exceptional circumstances. In any event all fees paid are forfeited two years after registration.

Please indicate where your heard about the Animal Care College _____

Office use only:

Application received: _____

Registration No: _____

Registration Fee Paid: _____

Letter of introduction received: Yes / No