

# Study UK Membership Application Form



PLEASE TYPE OR USE BLACK BLOCK CAPITALS, COMPLETING ALL APPLICABLE SECTIONS AND RETURN TO ASSOCIATION MANAGER, STUDY UK ASSOCIATION LTD, 219 ST JOHN STREET, LONDON EC1V 4LY

A Membership Application Form should be returned for each separately accredited centre. Please make additional copies as required of this form.

## I. Establishment Information

Full title of establishment as accredited by the British Accreditation Council:

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Premises address:

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Telephone:

Fax no:

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Email (as used on promotional materials):

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Website address:

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How registered or incorporated (Company, Trust etc.) and give company or charity number:

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Names of owners, directors or Trustees:

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Sponsor license number (or date of application)

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Type of visas sought for international students    Student General    Student Child    Student visitor

Type of college    Independent school    Sixth form/tutorial    Higher education    Further education

Business/professional training    Other (please specify) \_\_\_\_\_

Programme levels offered (eg. Postgraduate degree, Bachelor degrees, NQF6, NQF5, NQF4, NQF3 etc.)

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Awarding bodies (eg. University of Wales, ABE, ACCA, CTH, City & Guilds etc.)

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Subjects offered (eg. Business, Computing, Nursing, Economics etc.)

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Do you also offer English language (EFL)?    Yes    No

## 2. British Accreditation Council Details

Date of most recent British Accreditation Council inspection: \_\_\_\_\_

Date of letter confirming British Accreditation Council accreditation: \_\_\_\_\_

## 3. Account Information

Company name for invoicing purposes (if different to title of establishment as accredited by the BAC): \_\_\_\_\_

Address to which invoices should be sent (if different from premises address): \_\_\_\_\_

Contact name for payment queries: \_\_\_\_\_

Telephone no: \_\_\_\_\_

Fax no: \_\_\_\_\_

Email: \_\_\_\_\_

During the last complete calendar year the total number of Full-Time Equivalent students\* in your establishment: \_\_\_\_\_

\*As per your last annual BAC 'Enrolment Details' submission. This figure is used to calculate liability for supplementary subscriptions.

## 4. Contact Information

Contact details of proposed Nominated Representative (individual with voting rights at Study UK general meetings and main contact):

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

## 5. Applications for Group Membership

*Please note: Groups are entitled to discounts on membership fees according to the following scale: First centre - full fee; second and third centres - 50% discount; further centres - 75% discount.*

Are you applying as part of a Group for Study UK membership purposes?  Yes  No (If "no" please go to section 6)

Please list the other centres in this Group: (Add additional paper if necessary)

i. \_\_\_\_\_

ii. \_\_\_\_\_

iii. \_\_\_\_\_

iv. \_\_\_\_\_

## 6. Applications for Premier Membership

Do you wish to apply for "Premier Member" status?  Yes  No

If yes, your application will be considered by the Board at the next meeting. Please enclose the following evidence showing you have (1) held BAC accreditation for a minimum of four years, (2) completed two successful consecutive BAC full inspections and (3) are fully accredited by a British university to run either a complete degree programme or final year under official license, having successfully gone through the university's Quality Assurance process.

## 7. Applicant's Declaration

A. I hereby certify

- (i) that the Organisation is of sound financial status and I affirm confidence in its ability to continue trading for the next year;
- (ii) that the commercial and financial affairs of the Organisation are conducted in a legal and proper manner;
- (iii) that the Organisation fulfils, in respect of all its course centres, all statutory obligations with regard to tax (including VAT and PAYE), insurance, (including National Insurance, Public Liability and Employers' Liability) and other relevant central or local government regulations (planning, building, fire, safety, health etc);

B. I undertake that I will not state or imply, or permit employees, agents or representatives to state or imply membership or premier membership of Study UK unless or until such membership has been confirmed in writing by the Association and the basic subscription duly paid.

C. If accepted into membership, I undertake to abide by the Association's Code of Conduct, Study UK Rules and Memorandum & Articles of Association, which I have read.

I confirm that the information on this form, and in all supporting documents, is true and accurate and undertake to inform Study UK of any changes in the information given and of any change in ownership or structure.

Signature:

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Full Name of Signatory:

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Position/ Title:

Date:

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Please enclose 2 copies of current brochure (or last year's plus details of changes) and any other relevant publicity information relating to the organisation.

You are advised to keep a copy of your completed form.

**STUDY UK** 

PLEASE RETURN TO ASSOCIATION MANAGER, STUDY UK  
219 ST JOHN STREET, LONDON EC1V 4LY

In association with:

