**Application Form for OE Learning Centre Course**

**Personal Details**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_\_\_\_\_

Current School\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year\_\_\_\_\_\_\_\_\_\_\_

Parent/ Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: ­ \_\_\_\_\_\_\_\_\_\_\_\_\_ Referrer(optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OE Learning Centre Course:**

Which Course are you applying for?

KS2 CLASS 11+ EXAM PREPARATION

KS3 CLASS LANGUAGE CLASS

GCSE CLASS GCSE EXAM PREPARATION

HSK CLASS OTHER COURSES

A LEVEL CLASS

**Terms and Conditions:**

Your tuition fees must be paid before the course starts. If you choose to pay by cash, the fee of first lesson is required to pay in the bank account in advance to secure the place.

No refund if the cancellation is made less than 1 week notice before the course starts.

At least 2 weeks’ notice of holiday break, cancellation or request of changing class

At least 48 hours’ notice of absence before the lesson. Illness absence money will carry over to next month.

You might be asked to change classes due to learning abilities.

Should unforeseen circumstances happen, OE reserves the right to make changes on the course.

Please send this form back to the OE Admission Officer: admission@oechina.co.uk