

Over 40 Years



Harrow HouseTM
INTERNATIONAL COLLEGE

established 1969

£ Fees & Dates ~ 2010

HARROW HOUSE INTERNATIONAL COLLEGE

Harrow Drive
Swanage
Dorset BH19 1PE
England

Tel: +44 1929 424421

Fax: +44 1929 427175

E-mail: info@harrowhouse.co.uk

Website: www.harrowhouse.com

Education UK
Innovative. Individual. Inspirational.

ENGLISHUK
member

Accredited by the

BRITISH COUNCIL

Preparation courses for
University of Cambridge ESOL Examinations

RALSA
Regional Accredited Language Schools Association

Harrow House – Fees & Dates 2010

TUITION FEES including Insurance

General and Intensive English Courses

from 16 years of age
 Course duration – from 2 weeks
 Courses start – each week
 CEFR English Level A2 – C2

	Dates	Tuition Fees including Insurance
General English 15 hours per week	13.03.2010 – 26.06.2010 and 21.08.2010 – 11.09.2010	£215 – per week
Intensive English 22.5 hours per week	13.03.2010 – 11.09.2010	£260 – per week

Intensive English Examination Courses

from 16 years of age
 Course duration – 10, 12 or 14 weeks
 CEFR English Level – KET A2, PET B1, FCE B2, CAE C1, CPE C2

	Dates	Tuition Fees including Insurance
Intensive English Examination Course (KET, PET)	13.03.2010 – 05.06.2010 27.03.2010 – 05.06.2010	£3120 – 12 weeks £2600 – 10 weeks
(FCE, CAE, CPE)	13.03.2010 – 19.06.2010* 27.03.2010 – 19.06.2010* 10.04.2010 – 19.06.2010*	£3640 – 14 weeks £3120 – 12 weeks £2600 – 10 weeks

Courses include: Intensive English 22.5 hours per week including examination preparation

Examinations: KET, PET, FCE, CAE, CPE

*Students enrolled on the FCE, CAE and CPE Examination Courses who have booked College accommodation will be allowed to stay in the College until 19.06.2010.

Examination Fees

KET £60, PET £65, FCE £95, CAE £95, CPE £95

50+ Programmes

from 50+
 Course duration – 2 weeks
 Courses start – April, May and August
 CEFR English Level A2 – C2

	Dates	Tuition Fees including Insurance
50+ English, Leisure and Cultural Activities Programme 15 hours per week English tuition + 5 afternoons per week of Leisure and Cultural Activities	03.04.2010, 17.04.2010, 08.05.2010, 22.05.2010 and 28.08.2010	£330 – per week
50+ Partner Programme 5 afternoons per week of Leisure and Cultural Activities	03.04.2010, 17.04.2010, 08.05.2010, 22.05.2010 and 28.08.2010	£130 – per week

Adult Vacation Courses

from 18 years of age
 Course duration – from 2 weeks
 Courses start – each week
 CEFR English Level A2 – C2

	Dates	Tuition Fees including Insurance
General English plus Tennis Vacation Course 15 hours per week English tuition + 5 hours per week tennis coaching + 1 full-day Saturday excursion during 2 week stay, 2 full-day Saturday excursions during 3 week stay, etc.	05.06.2010 – 11.09.2010	£330 – per week
General English plus Activities Vacation Course 15 hours per week English tuition + 3 afternoons per week of activities + 1 full-day Saturday excursion during 2 week stay, 2 full-day Saturday excursions during 3 week stay, etc.	05.06.2010 – 11.09.2010	£350 – per week

JUNIOR COURSE FEES including Insurance and full-board accommodation

Junior Courses

for students of all levels of ability (CEFR English Level A1 – C2)
 Course duration – from 2 weeks
 (for Junior One-Week Mini-Stay Taster Course – 1 week)
 Courses start – each week during the Easter / Summer course dates
 (Courses for groups start – each week throughout the year)

JUNIOR EASTER COURSES	Dates	Course Fees including Insurance
Junior English plus Sports Course from 10 – 17 years of age	13.03.2010 – 01.05.2010	£415 – per week
Junior English plus Sports Course incl. 4 hours training in tennis from 10 – 17 years of age	13.03.2010 – 01.05.2010	£435 – per week
Junior English plus Academic Activities Course from 15 – 17 years	13.03.2010 – 01.05.2010	£435 – per week
Junior One-Week Mini-Stay Taster Course from 10 – 17 years Course duration – 1 week	13.03.2010 – 01.05.2010	£420 – per week

JUNIOR SUMMER COURSES	Dates	Course Fees including Insurance
Young Learners Course from 8 – 11 years of age	05.06.2010 – 11.09.2010	£485 – per week
Junior English plus Sports Course from 12 – 17 years of age	05.06.2010 – 11.09.2010	£450 – per week
Junior English plus Sports Course incl. 4 hours training in tennis from 12 – 17 years of age	05.06.2010 – 11.09.2010	£470 – per week
Junior English plus Sports Course incl. 6 hours training in watersports from 12 – 17 years of age	05.06.2010 – 11.09.2010	£510 – per week
Junior English plus Sports Course incl. 3 hours training in horse riding from 12 – 17 years of age	05.06.2010 – 11.09.2010	£530 – per week
Junior English plus Sports Course incl. 6 hours training in golf from 12 – 17 years of age	05.06.2010 – 11.09.2010	£535 – per week
Junior English plus Leisure Activities Course from 15 – 17 years of age	05.06.2010 – 11.09.2010	£455 – per week
Junior English plus Academic Activities Course from 15 – 17 years	05.06.2010 – 11.09.2010	£450 – per week
Junior English plus Activities and Excursions Course from 15 – 17 years of age	05.06.2010 – 11.09.2010	£530 – per week

Junior Courses include:

15 hours of General English tuition per week
 + 15 hours of selected Course options per week,
 full-board College or Homestay accommodation (College accommodation can be booked from 8 – 17 years, Homestay accommodation can be booked from 15 years), supervised evening activities.

1 full-day Saturday excursion during 2 week stay, 2 full-day Saturday excursions during 3 week stay, etc. plus
 1 half-day Sunday excursion on second Sunday.

Junior One-Week Mini-Stay Taster Course includes:

15 hours of General English tuition per week
 + 15 hours of mixed activities and excursions per week,
 full-board College accommodation, supervised evening activities,
 1 half-day Sunday excursion

ADDITIONAL FEES

Enrolment fee for all courses	£55 – per person
Handing over charge for unaccompanied minors	£30 – per person per journey
Change of booking fee after booking confirmation	£55 – per change
Administration charge in case of visa refusal	£55 – per person
Student Visa – Confirmation of acceptance of study fee	£10 – per CAS

COLLEGE ACCOMMODATION INFORMATION

- Adult Course students from 16 years of age -
College accommodation inclusive of half-board (breakfast and dinner from Monday to Friday and brunch and dinner at the weekend) is available in twin-bedded study rooms from 13.03.2010 - 12.06.2010 and 21.08.2010 - 11.09.2010.
- Junior Course students from 8 -17 years of age -
College accommodation inclusive of full-board (breakfast, lunch and dinner from Monday to Saturday and brunch and dinner on Sunday) is available in dormitories from 13.03.2010 - 01.05.2010 and 05.06.2010 -11.09.2010.
- On the arrival and the departure day students are entitled to one meal only.

HOMESTAY ACCOMMODATION INFORMATION

- Adult Course students from 16 years of age -
Homestay accommodation inclusive of half-board (breakfast and dinner) is available in twin-bedded rooms from 13.03.2010 - 11.09.2010.
- Junior Course students from 15 years of age -
Homestay accommodation inclusive of full-board (breakfast and dinner with the homestay, lunch from Monday to Friday at the College, and breakfast, lunch and dinner at the homestay at the weekend) is available in twin-bedded rooms from 13.03.2010 - 01.05.2010 and 05.06.2010 - 11.09.2010.
- On the arrival and the departure day students are entitled to one meal only.

ADULT HOMESTAY ACCOMMODATION FEES inclusive of half-board

	Dates	Fees
	13.03.2010 - 26.06.2010 and 21.08.2010 - 11.09.2010	£92 - per week
	26.06.2010 - 21.08.2010	£125 - per week
Homestay single room supplement	13.03.2010 - 26.06.2010 and 21.08.2010 - 11.09.2010	£30 - per week

ADULT COLLEGE ACCOMMODATION FEES inclusive of half-board

	Dates	Fees
	13.03.2010 -12.06.2010 21.08.2010 - 11.09.2010	£90 - per week
Adult College single room supplement	13.03.2010 - 12.06.2010 and 21.08.2010 - 11.09.2010	£70 - per week
Adult College en-suite single room supplement	13.03.2010 - 12.06.2010 and 21.08.2010 - 11.09.2010	£90 - per week
Adult College en-suite double room supplement	13.03.2010 - 12.06.2010 and 21.08.2010 - 11.09.2010	£45 - per week
Harrow Lodge accommodation in twin bedded rooms	21.08.2010 - 11.09.2010	£140 - per week

BUS TRANSFER FEES

Every Saturday to and from LONDON HEATHROW and LONDON GATWICK airports for

FLIGHT ARRIVALS between 10.00 - 18.00 hours UK time and

FLIGHT DEPARTURES between 11.00 - 18.00 hours UK time

	Dates to/from	Fees per person
every Saturday from	London Heathrow 13.03.2010 - 11.09.2010	per single journey £90
every Saturday from	London Gatwick 05.06.2010 - 11.09.2010	£100

TAXI TRANSFER FEES

FOR UK ARRIVALS AND DEPARTURES to and from the following airports, bus or train stations between 06.00 - 19.00 hours UK time only

	Dates	Fees* to/from Swanage
	every Saturday from 13.03.2010 - 11.09.2010	for 1 - 2 persons per single journey
From/to Bournemouth Airport		£110
From/to Southampton Airport		£160
From/to London Heathrow Airport		£215
From/to Gatwick Airport		£225
From/to Luton Airport		£240
From/to Stansted Airport		£265
From/to City Airport		£260
From/to Victoria Bus Station		£260
From/to Waterloo Station		£260
From/to St Pancras Station		£260

* Taxi Transfer Fees are subject to change. Please request correct fees at time of booking.

*Additional charge applies for delay at airport of any kind £15 per half hour plus airport parking fees.

CONTENTS INCLUDED IN ADULT TUITION AND JUNIOR COURSE FEES

All Courses:

- Number of lessons as stated with each course description
- Course and supplementary language material
- Student Insurance Cover
- On-campus Social Programme
- Wi-Fi connection for Adult students with their own laptop / palmtop computers
- Use of Internet facilities during specified times
- Use of library self-access centre
- Use of sports equipment during booked Sports course lessons
- Use of sports and leisure facilities outside lessons is subject to availability
- Student welfare
- Student welcome folder
- Certificate of studies
- Club membership for students aged 16 plus

Junior Courses:

- College accommodation with full-board from Monday to Saturday and brunch and dinner on Sundays for students from 8 - 17 years
- Homestay accommodation with full-board (lunch from Monday to Friday at the College) for students from 15 - 17 years
- 1 full-day Saturday excursion during 2 week course,
- 2 full-day Saturday excursions during 3 week course, etc.
- 1 half-day excursion during entire course stay on second Sunday
(The Junior One-Week Mini-Stay Taster Course includes 1 half-day Sunday excursion only)
- Supervised programme of organised sports and leisure activities in the evenings
- Cashing of Pound Sterling, Euro and US Dollar Travellers Cheques up to £20, €30 or \$30 from Mondays to Fridays

Services not included in Adult Tuition and Junior Course Fees:

- College or Homestay accommodation with half-board for all Adult Courses
- Examination fees
- Transfers to and from examination centres
- Airport transfers
- Student Visa CAS fee
- Excursions for students of adult courses. Approximate cost for full-day excursion is £35 to £45 depending on excursion destination.
- Personal washing / laundry / ironing
- Off-campus Social Programme
- Use of Fitness studio outside lessons

Enrolment Form – Page 1

Please complete Page 1 and Page 2 of this Enrolment Form or use our Enrolment Form on our website.

You can forward your Enrolment Form by post, via our website, by fax or by e-mail to:

Harrow House International College
Harrow Drive
Swanage
Dorset BH19 1PE
England

Fax No: +44 1929 427175

E-mail: info@harrowhouse.co.uk

Website: www.harrowhouse.com

Please pay the enrolment fee of £55 when you enrol and provide proof of payment.

(PLEASE COMPLETE THE ENROLMENT FORM IN BLOCK CAPITALS)

FAMILY NAME _____

FIRST NAME _____

DATE OF BIRTH _____

MALE FEMALE

NATIONALITY _____

MOTHER TONGUE _____

OCCUPATION _____

ALLERGIES YES NO

IF YES, PLEASE SPECIFY _____

SMOKER YES NO

ADDRESS

STREET _____

POSTCODE/ZIP CODE _____

CITY/TOWN _____

COUNTRY _____

PRIVATE TELEPHONE NO _____

BUSINESS TELEPHONE NO _____

MOBILE / EMERGENCY NO _____

PRIVATE FAX NO _____

BUSINESS FAX NO _____

E-MAIL _____

HAVE YOU PREVIOUSLY ATTENDED

A COURSE AT HARROW HOUSE YES NO

IF YES, IN WHICH YEAR(S)

IF NO, HOW DID YOU HEAR ABOUT HARROW HOUSE

RECOMMENDATION

ADVERTISEMENT

INTERNET

AGENCY

Please state name and address of agency _____

COURSE DATES

(Arrival and Departure day only Saturdays)

ARRIVAL DATE _____

DEPARTURE DATE _____

NUMBER OF WEEKS _____

AIRPORT BUS TRANSFERS

• ON ARRIVAL DATE YES NO

• ON DEPARTURE DATE YES NO

• UNACCOMPANIED MINOR
HANDING-OVER REQUEST ARRIVAL DEPARTURE

– Bus Transfers to/from London Heathrow Airport operate every Saturday from 13.03.2010 – 11.09.2010 and to/from London Gatwick Airport every Saturday from 05.06.2010 – 11.09.2010 for UK FLIGHT ARRIVALS between 10.00 – 18.00 hours UK time and for UK FLIGHT DEPARTURES between 11.00 – 18.00 hours UK time.

AIRPORT TAXI TRANSFERS

• ON ARRIVAL DATE YES NO

• ON DEPARTURE DATE YES NO

• UNACCOMPANIED MINOR
HANDING-OVER REQUEST ARRIVAL DEPARTURE

– Taxi Transfers operate every Saturday from 13.03.2010 – 11.09.2010 to/from the airports, bus and train stations listed below for UK FLIGHT ARRIVALS and DEPARTURES between 06.00 – 19.00 hours UK time

• I WILL ARRANGE MY OWN AIRPORT TRANSFER

• I WILL ARRIVE BY CAR

TRANSFER TO/FROM AIRPORTS	ARRIVAL DAY	DEPARTURE DAY
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• BOURNEMOUTH	YES <input type="checkbox"/>	YES <input type="checkbox"/>
---------------	------------------------------	------------------------------

• SOUTHAMPTON	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• LONDON HEATHROW	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• GATWICK	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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* Gatwick bus transfers operate from 05.06.2010 – 11.09.2010 only

• LUTON	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• STANSTED	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• LONDON CITY	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• VICTORIA BUS STATION	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• WATERLOO STATION	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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• ST PANCRAS STATION	YES <input type="checkbox"/>	YES <input type="checkbox"/>
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– Please inform our office no later than 4 weeks prior to arrival of your arrival and departure details, i.e. arrival day, place of departure, UK arrival airport, arrival flight no., arrival time, departure day, UK departure airport, place of arrival, departure flight no., departure time

ACCOMMODATION REQUEST

- Arrival time at the College or the Homestay is between 12.00 and 22.00 hours (UK time) on the arrival day
- (Rooms at the College or the Homestays are not available before 12.00 hours UK time)
- Departure time from the College or the Homestay is between 07.00 and 10.00 hours (UK time) on the departure day
- (Rooms at the College or the Homestays are not available after 10.00 hours UK time)

COLLEGE HOMESTAY

SINGLE ROOM (supplement)*

EN-SUITE SINGLE ROOM (supplement)*

EN-SUITE DOUBLE ROOM (supplement)*

NO ACCOMMODATION

Special accommodation requests _____

*subject to availability

COURSE REQUEST

English Courses

- General English Course
- Intensive English Course

Intensive English Examination Courses

- Cambridge KET
- Cambridge PET
- Cambridge FCE
- Cambridge CAE
- Cambridge CPE

- The Cambridge KET and PET examinations take place on Friday 04.06.2010
- The Cambridge FCE examination takes place on Tuesday 15.06.2010
- The Cambridge CAE examination takes place on Wednesday 16.06.2010
- The Cambridge CPE examination takes place on Thursday 17.06.2010.

English language pre-test

If you wish to take a Cambridge Examination Course you are required to take an English language pre-test to ascertain your level of English prior to arrival. The test is available on our website: www.harrowhouse.com or can be requested from our office.

50+ Programmes

- 50+ English, Leisure and Cultural Activities Programme
- 50+ Partner Programme

Adult Vacation Courses

- General English plus Tennis Vacation Course
- General English plus Activities Vacation Course

Junior Courses

JUNIOR EASTER COURSES

- Junior English plus Sports Course
- Junior English plus Sports Course inclusive of Tennis
- Junior English plus Academic Activities Course
- Junior One-Week Mini-Stay Taster Course

JUNIOR SUMMER COURSES

- Young Learners Course
- Junior English plus Sports Course
- Junior English plus Sports Course inclusive of Tennis
- Junior English plus Sports Course inclusive of Watersports
- Junior English plus Sports Course inclusive of Horse Riding
- Junior English plus Sports Course inclusive of Golf
- Junior English plus Leisure Course
- Junior English plus Academic Activities Course
- Junior English plus Activities and Excursions Course

Please state your present Sports Level for

- Tennis - Beginner Intermediate Advanced
- Horse Riding - Beginner Intermediate Advanced
- Golf - Beginner Intermediate Advanced

Present English Level

- CEFR LEVEL A1 - BEGINNER (Junior Course students only)
- CEFR LEVEL A2 - ELEMENTARY - PRE-ELEMENTARY
- CEFR LEVEL B1 - INTERMEDIATE
- CEFR LEVEL B2 - UPPER INTERMEDIATE
- CEFR LEVEL C1 - ADVANCED
- CEFR LEVEL C2 - PROFICIENCY

ESSENTIAL PROTECTION FOR INTERNATIONAL STUDENTS STUDYING IN THE UK

Harrow House has teamed up with Endsleigh Insurance Services Limited, the UK's leading student insurance intermediary. We are working together to ensure you have adequate Insurance for your time spent studying in the UK. You will be covered under the non opt-out Endsleigh Block Short Stay International Student Policy which has been specially designed for overseas students studying in the UK.

The International Student Policy covers:

- Emergency medical expenses
- Personal accident
- Personal liability
- Personal belongings
- Legal expenses
- Course fees

The cost of this insurance has been included as part of the overall fees that you pay Harrow House, so no extra payment is required.

A summary of cover is provided for your reference. Full details of the benefits and exclusions that apply to the policy will be provided to you on arrival at Harrow House.

This information can be accessed online at www.harrowhouse.com/insurance. We recommend that you read your documents carefully to ensure that you know what is covered.

Summary of cover

Endsleigh's Block Short Stay International Student Policy provides cover for the following sections up to the limits shown for students staying in the UK for up to 6 months.

Your Cover	Limits
Cancellation or Curtailment Charges	£3,000
Emergency Medical & Other Expenses	
Medical Expenses	£2,000,000
Emergency Dental Treatment	£250
Funeral Costs Abroad	£3,000
Personal Accident (Subject to Age)	£30,000
Baggage	
Baggage	£1,000
Single Article Limit	£200
Valuables Total Limit	£250
Personal Money, Passport & Documents	
Cash Limit	£50
Other Money & Documents Limit	£500
Passport	£100
Personal Liability	£1,000,000
Missed Departure	£250
Overseas Legal Expenses & Assistance	£10,000
Course Fees	£5,000

Policy Excess

The first £50 of each and every claim per incident claimed for by each insured person, except for claims under personal accident, personal liability and legal expenses, where no excess applies.

PAYMENT DETAILS

Please tick appropriate box:

- I enclose I send by post
- a Bankers' Draft an International Money Order
- a bank certified copy of my Bank transfer
- I pay by Credit Card: Master Card Visa AMEX

Amount: £ _____ for

- Non refundable Enrolment fee of £55
 - Course fees*
 - Accommodation fees*
 - Transfer fees*
 - Unaccompanied minor handing-over charge*
 - Visa refusal administration charge*
 - Student Visa CAS fee*
- *payment due 8 weeks prior to arrival

Credit Card No. [][][][] [][][][] [][][][] [][][][]

Card holder's name _____

Card holder's initials _____ Card holder's title _____

Expiry date _____ CCV No _____

Please debit my account for: Amount £ _____

Signature _____

Payments by Mastercard and Visa carry a 2.5% charge, by Amex a 6% charge and no charge for Switch / Maestro.

Conditions of acceptance of enrolment

All enrolments are subject to these conditions and become legally binding on confirmation of enrolment by Harrow House International College.

Enrolment Procedure

Step 1 –

Please complete Pages 1 and 2 of the Enrolment Form and forward to the Harrow House representative or directly to our

• Postal address

Harrow House International College
Harrow Drive
Swanage
Dorset BH19 1PE
England

or to our

• Fax No: +44 1929 427175

or to our

• E-mail: info@harrowhouse.co.uk

or use the Enrolment Form on our

• Website: www.harrowhouse.com

Step 2 –

If the requested course is available, we will send you an acceptance letter together with our invoice for the total fees. Your enrolment only becomes valid after it has been confirmed by Harrow House in writing.

Step 3 –

After the total Invoice amount has been received in our bank account in full, we will send the final confirmation letter with all relevant travel documents to you.

These documents are needed for all visa applications.

Payments must be made in Pound Sterling.

All Bank charges must be paid by yourself in addition to the Total Invoice Amount.

Payments can be made by Banker's Draft, International Money Order, Swift Bank Transfer or Credit Card.

With each method of payment please state:

Name of student, Course and Course dates.

If payment is made by Swift Bank Transfer you must add

£15 when you pay for the Enrolment fee

- Payments by Credit Card carry a 2.5% charge for VISA and MasterCard, 6% for AMEX and no charge for Switch / Maestro.

Payment of Fees

The non refundable Enrolment fee of £55 must be paid when you enrol.

The remaining balance of the Total fees invoiced are payable 8 weeks prior to arrival.

If you enrol 8 weeks or less before the commencement date, you must send the total fees immediately together with your completed Enrolment Form.

Payment of the KET, PET, FCE, CAE and CPE Cambridge examination fees must be received by 26.03.2010 for the June examination.

Bank Details:

National Westminster Bank
48 Blue Boar Row
Salisbury
Wiltshire SP1 1DF
England
Account No: 78493021
Sort Code: 54-41-19
Swift Code: NWB KGB 2 L
IBAN No: STERLING GB 21 NWBK 544119 78493021

Essential Protection for International Students Studying in the UK

Harrow House has teamed up with Endsleigh Insurance Services Limited, the UK's leading student insurance intermediary. We are working together to ensure you have adequate insurance for your time spent studying in the UK. You will be covered under the non opt-out Endsleigh Block Short Stay International Student Policy which has been specially designed for overseas students studying in the UK.

The International Student Policy covers:

- Emergency medical expenses
- Personal belongings
- Personal accident
- Legal expenses
- Personal liability
- Course fees

The cost of this insurance has been included as part of the overall fees that you pay Harrow House so no extra payment is required.

A summary of cover is provided for reference. Full details of the benefits and exclusions that apply to the policy will be provided to you on arrival at Harrow House. This information can be accessed online at www.harrowhouse.com/insurance

We recommend that you read your documents carefully to ensure that you know what is covered.

Change of Booking

For every change of booking, i.e. course, course dates, airport transfer or type of accommodation – after the enrolment has been confirmed by Harrow House in writing – an administration charge of £55 is payable immediately.

Absentees & Refund policy

Periods of absence for any reason whatsoever – whether within or outside the student's control – including late arrivals, illness, holiday breaks, excursions, homesickness, early departure, suspension or expulsion, a course change to a cheaper course with a lower number of lessons, finding his / her own accommodation etc, will not be entitled to a refund or reduction of any fees paid, nor will the student be entitled to attend any classes in place of those missed, unless this is due to the College's actions.

UK Public Holidays

There are no lessons on the following UK Public Holidays: 01.01.2010, 02.04.2010, 05.04.2010, 03.05.2010, 31.05.2010, 30.08.2010

No refund will be granted and lessons cannot be made up with free course extensions.

Harrow House International College is open for closed groups from 11.09.2010 until 12.03.2011.

Cancellation Policy

Cancellations must be made in writing by Registered Letter or by Fax to:

- Harrow House International College, Harrow Drive, Swanage, Dorset BH19 1PE, England,
- Fax No: +44 1929 427175

The following cancellation charges apply:

- 28 days or more prior to arrival: the Enrolment fee will be forfeited.
- 27 to 15 days prior to arrival: the Enrolment fee plus the Course fees for two weeks will be forfeited.
- 14 days or less prior to arrival: the Enrolment fee plus all Course fees will be forfeited.
- If a visa application is refused, Harrow House must be provided with the written proof of the visa refusal. In this case Harrow House will only charge an administration fee of £55.

Club Membership

Harrow House Swanage students from the age of 16 are automatically members of the Harrow House Swanage Club.

Miscellaneous

1. These Conditions of acceptance of enrolment apply to all students who attend a course at Harrow House International College, whether an enrolment is made by the individual, an agent, agency or other party.
2. The Directors of the College reserve the right at their absolute discretion to refuse any application for enrolment of a student at any stage of the application or booking process. The College shall be under no obligation whatsoever to give reasons for the decision of the Directors. Students with medical conditions and / or disabilities must enquire, prior to enrolling, if the College facilities are suitable for the individual's needs. If an enrolment is refused, all paid fees will be refunded.
3. The Directors of the College reserve the right at their absolute discretion to stop lessons, and withhold accommodation, meals, transfers and any and all other services agreed to be supplied where the Total Fees (referred to above) have not been received by the College in full before the arrival of the student.
4. The Directors of the College reserve the right at their absolute discretion to stop the provision of services to any student at any time for any reason whatsoever. These include, but are not limited to, unacceptable conduct by the student such as anti-social, threatening or violent behaviour, wilful damage (including graffiti, and inappropriate disposal of chewing gum, etc), substance abuse and or failure by a student to comply with Harrow House Company policies.
5. When a student has received notification of the Directors' decision as a result of action brought about in paragraph 4 above, the student will no longer be permitted or entitled to attend classes or continue to stay at the College or College approved accommodation. The cost of finding and securing alternative accommodation for the student will be met by the student or his / her parents or guardians and the College shall accept no responsibility for any direct, indirect or consequential losses arising upon such termination.
6. During any course, each student will be representing their country of origin and must make every effort to be a good ambassador for their country. Any behaviour of a student which, in the reasonable opinion of the Directors of the College, might damage the image of that country will lead to the student's immediate expulsion from any course without reimbursement of any fees, which may have been paid or which are due and payable.
7. In the event of any termination of services following action taken because of conditions in paragraph 4 above the Directors of the College may, at their discretion, refund such proportion of any fees paid as they shall consider appropriate but shall be under no obligation whatsoever to do so.
8. The Directors of the College reserve the right to recover any and all direct, indirect and consequential losses (including loss of profit) incurred or suffered by the College as a result of any act or omission of a student whilst enrolled at the College from either the student or his / her parents or guardians.
9. Each student must read carefully, understand and comply in all respects with all materials relating to safety, health, legal, environmental, recycling, political, cultural and religious customs and conditions of the hosting country provided by the College from time to time.
10. Each student will strictly comply with any additional rules and regulations, which may be issued by the College from time to time.
11. The Directors of the College reserve the right at their absolute discretion to change the fees. However, if the student's booking has been accepted in writing by the College then no additional fees will be payable by that student.
12. The Directors of the College reserve the right at their absolute discretion to change the location, course structure, course dates and type of accommodation at any time whatsoever or in any place whatsoever during the course or before the commencement thereof as it deems appropriate and in case of an extreme emergency.
13. If the College changes any material before the commencement of a course, the College will try to inform any student affected but shall not be responsible if it is unable to contact the student.
14. Harrow House International College acts as an agent between students and various independent third party providers, including providers of accommodation, transport services, sporting and leisure activities. All contracts with such third parties are direct as between the student and the relevant third party and all fees submitted to the College for such services are passed direct to such third parties. Accordingly, the College shall not be responsible in any way whatsoever to any student or his / her family for any costs, claims, loss, damages or expenses suffered by a student when in the care of or as a consequence of any services provided by any such third parties, however they may occur. The only exception is for personal injury or death caused by the College's negligence. The student must address any complaints or claims in respect of such services to the provider in question.
15. Harrow House International College will take any and all necessary action that we consider necessary for the well-being and health of the student. This contract authorises the College to take action to assure medical treatment of the student, in the event of accident or injury, at the discretion of the College. All costs of medical treatment will be the responsibility of the student, his / her parents, the group leader, or legal guardian.
16. Harrow House International College will not be held responsible for any extracurricular activities that are undertaken by students out of school hours.
17. Harrow House International College investigates complaints by students/leaders/agents only if the complaint was made during the course stay and in accordance with the College's complaints procedure. Unless there is a valid reason why this has not been done, Harrow House will not consider itself liable for any complaint not made at the time. In the event that a matter is not resolved, the student/leader/agent should make a written complaint to our office which will be investigated in full, providing that, the complaint
 - is received within 1 month of termination of the course
 - was originally made during the course stay in compliance with our complaints procedure
 - and that all fees relating to the student have been paid in full.
18. Harrow House International College reserves the right to use images and comments of students for promotional purposes.
19. No student shall be permitted to use the name or logo of Harrow House International College under any circumstances whatsoever or at any time or in any place whatsoever whether before, during or after their training and whether as a trade mark, company or trading name or otherwise.
20. Harrow House International College reserves the right to change or vary these Conditions of enrolment from time to time and any such changes or variations will apply to each student.
21. Harrow House International College shall be under no liability whatsoever for any incorrect translations of publications into languages other than English.
22. When an enrolment is made for a course at Harrow House, the relevant contracting party shall be Harrow House International College (Swanage) Ltd.
23. The interpretation and application of these Conditions of enrolment and the contract shall be governed by English Law.