

**International Student Application Form**

**Entry in September 2024**

1. **Your personal details**

|  |  |  |
| --- | --- | --- |
| First name/s (as appears on passport) | | Last name (as appears on passport) |
| Date of birth (dd/mm/yyyy) | | Place of birth (both town and country) |
| Personal mobile number | | Home address |
| Personal email address | |
| Gender on passport | Gender you identify as | Preferred name if different to birth name |

1. **Immigration and residency**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nationality | Passport number | | | |
| In which countries have you lived in last three years? | | | | |
| Have you previously visited UK? If yes give details, why did you visit? E.g. A holiday, a study abroad programme, visiting family, anything else. Where did you visit? When? | | | | No |
| Have you been issued with a visa for the UK before? If yes, give details including the type of visa, the date and the name of your sponsor, your visa number | | | | No |
| Have you ever been refused entry to the UK? | Yes (give details) | | | No |
| Who will pay for your studies in the UK? | | | | |
| What is your first language? | | How many years have you been learning English? | | |
| Do you have any criminal convictions? | | Yes | No | |

1. **Parent/guardian 1**

|  |  |
| --- | --- |
| First name/s (as appears on passport) | Surname (as appears on passport) |
| Date of birth (dd/mm/yyyy) | Place of birth (both town and country) |
| Mobile number | Home address |
| Email address |
| Relationship to you (e.g. mother/father) | Level of English fluency in case we need to contact you  (no English/ little English/fluent) |

1. **Parent/guardian 2**

|  |  |
| --- | --- |
| First name/s (as appears on passport) | Surname (as appears on passport) |
| Date of birth (dd/mm/yyyy) | Place of birth (both town and country) |
| Mobile number | Home address |
| Email address |
| Relationship to you (e.g. mother/father) | Level of English fluency in case we need to contact you  (no English/ little English/fluent) |

1. **Name of the person you wish us to contact in case of an emergency or a safeguarding matter. This person needs to be English-speaking and can take decisions about your welfare. It can be a parent or someone else**

|  |  |
| --- | --- |
| Full name |  |
| Mobile number |  |
| Email address |  |
| Their relationship to you |  |

1. **Name of the person you wish us to send information to about your academic progress**

|  |  |
| --- | --- |
| Full name |  |
| Email address |  |
| Their relationship to you |  |

1. **Current education**

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| --- |
| Name and address of your current school |

1. **Additional learning support**

**Varndean is committed to supporting all our students where we can. It is essential you let us know of any specific needs you may have a) academically b) with your mental and/or physical health**

|  |  |  |
| --- | --- | --- |
| Do you need any support academically?  e.g dyslexia, extra time needed for exams | No | If yes , please complete our Additional Support Student Assessment form [here](https://docs.google.com/document/d/1DlhyTgmLZO4UMty9IIRRgEtwjiGQJ_6x/edit?usp=sharing&ouid=113012910143865667911&rtpof=true&sd=true)  Also provide us a with a copy of any Additional Learning Needs support plan you may have from your current school. |

**b) Medical information**

|  |
| --- |
| Please give details of any medical issues, including both mental and physical health, over the past 3 years you have experienced, including any mental health issues. |

1. **Career plans**

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| Please outline any plans you have after studying with us, such as university and career choices. |

1. **Choose your course**

|  |  |  |
| --- | --- | --- |
| **Short Year Programme (1 year)**  Studying 3 subjects plus General English in the first year of A levels or L3 BTECS.  You leave with one L3 qualification plus an IELTs certificate | 3 Sept 2024 – 20 June 2025 |  |
| **Full A levels (2 years)**  Studying 3 A-levels plus General English  You leave with 3 full A level qualifications plus an IELTs certificate | Y1: 3 Sept 2024 – 11 Jul 2025  Y2 : Sept 2025 to June 2026 |  |
| **Full International Baccalaureate (2 years)**  Studying 6 IB subjects plus TOK, CAS and extended essay. (See page 5)  You leave with full IB qualifications | Y1:3 Sept 2024 – 11 Jul 2025  Y2 : Sept 2025 to May 2026 |  |

1. **Choose 3 subjects for Short year and Full two year A level / BTEC courses**

|  |
| --- |
| The **Short Year** **Programme** requires one external L3 Qualification for your visa requirement.  This is only available in a few subjects marked with \*\*, **so your choices must include at least one \*\* subject.**  If you are studying the **Full two year A level programme** – you can choose **any 3 subjects.** |

|  |  |
| --- | --- |
|  | **Your three choices** |
| [3D Design A-level](https://varndean.ac.uk/courses/3d_design/) |  |
| [Art A-level](https://varndean.ac.uk/courses/art_fine/) |  |
| [Biology A-level](https://varndean.ac.uk/courses/biology/) |  |
| [**Biology A-level**](https://varndean.ac.uk/courses/biology/) **AS\*\*** |  |
| [**Biology (Applied Human Biology) BTEC**](https://varndean.ac.uk/courses/biology_applied/) **(Single) \*\*** |  |
| [Business Studies A-level](https://varndean.ac.uk/courses/business_studies/) |  |
| [**Business Vocational**](https://varndean.ac.uk/courses/business_studies_voc/)  **BTEC (Single) \*\*** |  |
| [Chemistry A-level](https://varndean.ac.uk/courses/chemistry/) |  |
| [**Chemistry AS**](https://varndean.ac.uk/courses/chemistry/) **\*\*** |  |
| [Classical Civilisation A-level](https://varndean.ac.uk/courses/classical_civilisation/) |  |
| [**Classical Civilisation A-level**](https://varndean.ac.uk/courses/classical_civilisation/) **\*\*** |  |
| [**Computer Games Development (Vocational RSL) \*\***](https://varndean.ac.uk/courses/interactive_media/) |  |
| [Computer Science A-level](https://varndean.ac.uk/courses/computing_a/) |  |
| [Craft and Design T-level (Textile and Fashion maker)](https://varndean.ac.uk/courses/craft_and_design/)Two Year Course Only |  |
| [**Creative Media production CTEC**](https://varndean.ac.uk/courses/creative_3/) **\*\*** |  |
| [**Criminology**](https://varndean.ac.uk/courses/criminology/) **Educas L3 Diploma (Single) \*\*** |  |
| [Dance BTEC](https://varndean.ac.uk/courses/dance/) |  |
| [Drama and Theatre Studies A-level](https://varndean.ac.uk/courses/drama_theatre/) |  |
| [Economics A-level](https://varndean.ac.uk/courses/economics/) |  |
| [Education and Childcare T-level (Early years)](https://varndean.ac.uk/courses/children_care/) Two Year Course Only |  |
| [Engineering CTEC](https://varndean.ac.uk/courses/engineering/) |  |
| [English Language A-level](https://varndean.ac.uk/courses/english_language/) |  |
| [English Literature A-level](https://varndean.ac.uk/courses/english_lit/) |  |
| [English Language & Literature A-level](https://varndean.ac.uk/courses/englang_lit/) |  |
| [Environmental Science A-level](https://varndean.ac.uk/courses/environmental_studies/) |  |
| [**Film Studies**](https://varndean.ac.uk/courses/film_studies/)  **A-level AS \*\*** |  |
| [Film Studies A level](https://varndean.ac.uk/courses/film_studies/) |  |
| [Forensic Science & Criminal Investigation Double BTEC](https://varndean.ac.uk/courses/science_forensic/) |  |
| [**Forensic Science & Criminal Investigation Double BTEC**](https://varndean.ac.uk/courses/science_forensic/) **\*\*** |  |
| [French A-level](https://varndean.ac.uk/courses/french/) |  |
| [Geography A-level](https://varndean.ac.uk/courses/geography/) |  |
| [German A-level](https://varndean.ac.uk/courses/german/) |  |
| [Graphic Design A-level](https://varndean.ac.uk/courses/graphic_design/) |  |
| [Health & Social Care BTEC](https://varndean.ac.uk/courses/health_social/) |  |
| [History - Early Modern A-level](https://varndean.ac.uk/courses/history_early/) |  |
| [History - Modern A-level](https://varndean.ac.uk/courses/history_modern/) |  |
| [History of Art A-level](https://varndean.ac.uk/courses/art_history/) |  |
| [**Information Technology BTEC**](https://varndean.ac.uk/courses/ict_applied/) **(Single)** **\*\*** |  |
| [**Law A-level**](https://varndean.ac.uk/courses/law/) **\*\*** |  |
| [Law (Applied) BTEC](https://varndean.ac.uk/courses/law_applied/) |  |
| [**Mathematics**](https://varndean.ac.uk/courses/mathematics/) **A-level AS \*\*** |  |
| [Mathematics A-level](https://varndean.ac.uk/courses/mathematics/) |  |
| [Mathematics Higher GCSE](https://varndean.ac.uk/courses/mathematics_gcse/) |  |
| [Media Studies A-level](https://varndean.ac.uk/courses/media_studies/) |  |
| [Music Technology A-level](https://varndean.ac.uk/courses/music_tech/) |  |
| [Performing Arts BTEC](https://varndean.ac.uk/courses/p_arts_acting/) |  |
| [Philosophy A-level](https://varndean.ac.uk/courses/philosophy/) |  |
| [**Photography**](https://varndean.ac.uk/courses/photography/) **A-level AS \*\*** |  |
| [Photography A-level](https://varndean.ac.uk/courses/photography/) |  |
| [Physical Education A-level](https://varndean.ac.uk/courses/physical_edu/) |  |
| [Physics A-level](https://varndean.ac.uk/courses/physics/) |  |
| [Politics A-level](https://varndean.ac.uk/courses/politics/) |  |
| [Protective Services BTEC](https://varndean.ac.uk/courses/protective_services/) |  |
| [Psychology A-level](https://varndean.ac.uk/courses/psychology/) |  |
| [**Psychology (Applied) BTEC**](https://varndean.ac.uk/courses/applied_psychology/)**\*\*** |  |
| [**Sociology**](https://varndean.ac.uk/courses/sociology/) **A-level AS \*\*** |  |
| [Sociology A-level](https://varndean.ac.uk/courses/sociology/) |  |
| [Spanish A-level](https://varndean.ac.uk/courses/spanish/) |  |
| [Sport BTEC](https://varndean.ac.uk/courses/sport/) (Double) |  |
| [Sport and Exercise Science BTEC](https://varndean.ac.uk/courses/sport/) |  |
| [Textiles A-level](https://varndean.ac.uk/courses/art_textiles/) |  |
| [Travel & Tourism BTEC](https://varndean.ac.uk/courses/travel_tourism/) |  |

1. **Choose 6 subjects for International Baccalaureate (IB) 3 subjects at Standard level & 3 subjects at Higher level**

|  |  |  |  |
| --- | --- | --- | --- |
| Choose one subject from each group | | Standard level | Higher level |
| Group 1 | English Literature |  |  |
| Group 2 | French / German / Spanish |  |  |
| Group 3 | History / Global Politics / Psychology |  |  |
| Group 4 | Biology / Physics  Environmental Systems and Societies  (ESS IS available at standard level only) |  |  |
| Group 5 | Mathematics - Analysis & Approaches /  Mathematics - Applications & Interpretations |  |  |
| Group 6 | Chemistry / Economics / Philosophy /  Visual Arts |  |  |

IB prospectus available [here](https://varndean.ac.uk/documents/brochures/IB%20Prospectus%202024.pdf) For further IB course information, click [here](https://varndean.ac.uk/courses/i_bacc/)

1. **Visa and IELTS requirements for entry to all our courses**

* **You will need a UKVI STUDENT visa** [Click for Student visa info](https://www.gov.uk/student-visa)  See Appendix C for the visa process
* **You will also need a UKVI Academic IELTS** [Click for further UKVI IELTS info](https://takeielts.britishcouncil.org/uk/ukvi?gad_source=1&gclid=CjwKCAjw1t2pBhAFEiwA_-A-NFvBu340I9DPPDKpvK7h4o5hDO4c81AMnxoe7MZFQAotu24-OqpMRhoCLscQAvD_BwE)

1. **Host family placement**

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| --- |
| Please choose as appropriate:  13a) I would like a placement with a host family arranged by Varndean (Yes/No)  See Appendix B for the Terms and Conditions |
| 13b) My host family is arranged by my agent (Write the name of the agent/agency) |
| 12) I have made private hosting arrangements (Write the name of the person who is hosting you and their relationship to you e.g family member/family friend) |

1. **If you answered yest to 13a) please complete the following information**

|  |  |
| --- | --- |
| Is it ok if there is a pet in the host family?  (70% of our host families have pets, usually a cat or a dog) |  |
| Do you need a special diet?  E.g. gluten-free, halal, lactose-free, vegan, vegetarian  Gluten-free, halal, lactose-free and vegan all carry an additional weekly supplement of £15 for specialist food |  |
| Tell us about any food allergies you may have |  |

|  |
| --- |
| Please introduce yourself to us: write about:   * Your family, your pets, your hobbies and interests * Tell us the reasons why you wish to come to the UK and to Varndean College * Tell us why you would like to stay with a host family |



**Varndean International Application Terms and Conditions**

**for September 2024 entry**

I/we the guardians/parents and I, the student, agree to the following terms and conditions:

1. We understand that from the start of the programme, applicants must speak English to the level which will allow them to follow full-time teaching in English, and to take full part in the family life of the host family.
2. We understand that our son/daughter must display appropriate behaviour at all times, acting in a way which reflects positively on our family, culture, the host family, the college and the agent if used.
3. We understand and agree that the programme participant is subject to UK laws. If the student breaks the law, seriously contravenes college or host family rules or is extremely homesick, the student may be sent home immediately at the discretion of the college and/or agent, at the expense of our family.
4. We understand that in addition to improving language skills, the student is expected to adapt to the culture and lifestyle of the host family and culture, respecting the fact there may be significant differences. As natural parents, we agree to support the college and host family in their expectations.
5. I agree to my child being hosted with a family in the UK, arranged either by our own agent, or by Varndean. We understand that the host family will have home guidelines, which we expect our son/daughter to follow, including household tasks and curfews, and we support the host family in asking for these to be respected and upheld.
6. We understand that if there are problems between the host family and the student, then both parties will try to resolve the issue in a considerate and open manner, if necessary with the support of the International team and agent. If it is not possible to resolve the issue, we understand an alternative host family can be sought. A two-week notice period may be necessary.
7. We understand our son/daughter may be aware of confidential information in the host family, and will respect this as private and not discuss it, unless in the context of needing help or advice from the college.
8. We understand that the student must attend college for the full academic timetable, maintain acceptable grades, be punctual, and not be absent without prior permission from the college and agent. Attendance below 95%, poor grades, a poor attitude to work and adults will place the student on the college Student Support system. We understand that this may ultimately leave to a dismissal from college and the student being sent home.
9. Absence from college is only acceptable because of genuine illness, in which case the student must inform the host family and the college on the same day. Absence for more than two days in a row may lead to the need to see a doctor.
10. The student may return home during college holidays, but only if no college days are missed, and with permission from ourselves, the agent and the International office.
11. We understand that the student will not be allowed to travel independently outside the day-to-day area, or stay overnight anywhere, unless they have the permission of the natural parents, the agent and the college, and that the host family is informed.
12. We understand that our son/daughter has been offered a specific combination of subjects, and that this cannot be changed except in exceptional circumstances.
13. We understand that our son/daughter cannot take any action which could result in significant changes to the nature of their life i.e. changing religions, getting married.
14. We understand the student will follow the Varndean College has a disciplinary Student Support programme which follows a ‘traffic light’ system of green to red. Click [here](https://drive.google.com/uc?id=1j7MRb0C8H2Z2P3Jr1-v-AXlabdGaF8Ji&export=download) for the policy.
15. We understand as natural parents, that we must provide sufficient funds for the student to live day to day. Students must not borrow from or lend money to anyone.
16. We understand that our son / daughter cannot stay at another student’s house overnight, without the permission of their host family, their natural parents, their agent and the college. All must be informed three days in advance.
17. We understand that our son/daughter must return to the host family by the agreed curfew time. Continuing to break this rule will lead to the student being placed on disciplinary action by the Head of School.
18. We understand that excessive or inappropriate use of the internet may result in the student being put on probation or dismissed from the programme. This includes, but is not limited to, visiting websites or viewing films containing excessive violence or pornography, excessive hours spent gaming, excessive use during the evenings, nights and weekends.
19. We understand and agree that the student cannot drive any motorised vehicle or undertake any dangerous sports while on the programme.
20. We understand that our son / daughter will abide by the college, host family and UK rules regarding smoking.

21) We understand and agree that our son / daughter must not buy or drink alcohol if under 18, with the

exception of being able to drink alcohol in the presence of an adult, such as a glass of wine with the

host family meal or something similar, if natural parents allow. Breaking this rule will lead to the student being subject to disciplinary action by the Head of School.

22) The student must not take any illegal substances. If any association with them is suspected, the

student may be obliged to submit to a drugs test. Any proven association with illegal substances will

result in dismissal from the programme. If found to be breaking this rule the student will be placed at Purple level immediately by the Vice-Principal. This may lead to the student being sent home.

23) We understand that if our child becomes unwell while in the UK, the college and host family will do their best to source appropriate treatment and help and keep the parents informed. If a longer-term recovery is needed, beyond two or three weeks, and a return home is viable, then the college reserves the right to request the student returns home for the recovery period.

24) Safeguarding. While all students are with us at Varndean, we have a 24/7 emergency phone line, and the Director of International serves in ‘loco parentis’ as a first response, in consultation with the College Principal and the College Safeguarding team. As soon as possible we contact a named emergency person listed in no 5) of Application Form, to discuss the situation and make decisions for the welfare of your child. In signing this form, you understand that details may be personal and decision may need to be made quickly.

25) Please tick as appropriate: I/we confirm that my child’s host family will be arranged by:

my agent (please write the name of the agency) ……………………………………….

Varndean College Click [here](https://drive.google.com/file/d/14jV6Vi6NcNesh1nJ8pmFnWBsZKc5XBzv/view?usp=share_link) for the Varndean Host Family & Guardianship Contract details

26) I/we consent to my child flying unaccompanied to the UK and will authorise all flights booked. We also

authorise my child, the agent, or Varndean College to book taxis to assist with travel.

27) I/we have read and understand the Varndean Refund Policy below in Appendix A:

**Parent name: Please print ………………………………………………………………………………………..**

**Parent Signature: ……………………………………………………………………………………………………. Date ……………………………**

**Appendix A**

**Varndean College Refund Policy for International Students 2024-25**

**Before arrival in the UK:**

**1) If the student withdraws after paying the deposit, before full payment:**

**For students who do not need a visa:**

* 1. All deposits are non-refundable - they guarantee and hold a place for the student at Varndean College.

**For students applying for a visa:**

1.2) All deposits are non-refundable for any reason except a visa refusal (see 1.3)

1.3) 85% of the deposit will be refunded if a visa has been denied

**2) Withdrawal after paying the full amount, before arrival**

2.1) If a student pays the full fees and then withdraws for any reason except a visa refusal (see 2.2):

- the deposit will not be refunded

- 85% of the balance of tuition fees will be refunded

- the full accommodation fees will be refunded

2.2) If a student pays the full fees and the visa is refused:

- 85% of the full fees, including the deposit, will be refunded

- the full accommodation fees will be refunded

**3) Full payment is needed before the student lands in the UK.**

The deadline for payment is two weeks before scheduled flight to UK. In the event of non-payment:

- the student's place will be withdrawn

- the deposit will not be refunded

**After arrival in the UK:**

**4) Withdrawal after arrival, or if a student is sent home for any reason**

4.1) If any student withdraws after arrival, unless there are exceptional circumstances (see 4.2)

- the deposit will not be refunded

- the tuition fees will not be refunded

- any remaining accommodation fees will be refunded less two weeks’ notice period for host family

4.2) If there are exceptional personal circumstances, such as bereavement, a percentage refund may be considered, on appeal to the Principal of the college

**5)** If a student is required to return back to their home country as a result of serious breaches in college rules, with reference to the College Student Support Policy & Procedures <https://varndean.ac.uk/policies>, there will be no tuition refund. Accommodation payments will be refunded, less two weeks’ notice for the host family

**6) Agent's commission relevant to refunds and cancellations**

No commission will be paid to the agent if the student is not enrolled in College, for any reason.

**Appendix B**

**Varndean College Host Family and Guardianship contract with Parents Terms and Conditions 2024-25, available** [**here**](https://drive.google.com/file/d/14jV6Vi6NcNesh1nJ8pmFnWBsZKc5XBzv/view?usp=share_link)

**Appendix C**

**Applying for a Student visa – the process, available** [**here**](https://drive.google.com/file/d/1a00tt3IHVljz3DH8Du6qKuse-cBYdoyS/view?usp=drive_link)

|  |
| --- |
| **Application checklist** |
| Please email your application to Shaun Clark at [scl@varndean.ac.uk](mailto:scl@varndean.ac.uk), including:   1. This application form as a scan or attachment 2. A scan of your passport 3. A scan of your latest school report with subjects and grades 4. A scan of any additional learning needs support plan if applicable 5. A scan of your current school’s recommendation from your tutor or principal 6. A scan of any IELTs or English Language certificate you may have   We will then contact you with the next steps in the process. |

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| **Application process and deadlines** |
| 1. Apply by 31st May 2024   We are a very popular College. We will run a waiting list for any applicants who miss the deadline, but we cannot guarantee a place.  If the college is full before the deadline date, then we will close early for applications and place a notice on the website.   1. Your paperwork will be assessed 2. You will be invited for an online interview to discuss your subject choice and answer any questions you may have 3. You will be sent a Conditional offer 4. A deposit payment is requested to hold the place 5. You take the Academic UKVI IELTS test (see appendix C) 6. We send you an Unconditional Offer and the CAS 7. You then apply for a UKVI Student Visa (see appendix C) 8. If applicable, we allocate you a host family (between March – June) (see appendix B) 9. We send you Induction and Orientation information (July) |

**Privacy notice**

The personal information you provide is passed to the Skills Funding Agency, and the Department for Business, Innovation and Skills.

Where necessary it is also shared with the Department for Education, which includes the Education Funding Agency.

The information is used for the exercise of functions of these government departments and to meet statutory responsivities, includes

under the Apprenticeships, Skills, Children and Learning Act 2009, and to create and maintain a unique learner number (ULN) and a

personal learning record (PLR). The information you provide may be shared with other organisations for education, training,

employment and wellbeing related purposes, including for research.

I agree to Varndean College requesting and sharing with my previous school any relevant information which supports me in my

wellbeing and educational progress.

We may ask you to help us with publicising Varndean College to future students. This could be in printed form, on the college website,

as a photograph or video or as written information on your achievements. We will ensure decency and propriety will be maintained in

any image used; no personal contact details will be given; an image will not be used beyond six years from the date of consent; we may

share information with other persons for educational or promotional use.

By submitting this application form you agree to our privacy policy [here](https://varndean.ac.uk/privacy/)

Thank you for your interest in joining us at Varndean College.