

## ADMISSIONS POLICY

LanguageUK welcomes international students and is committed to meeting the needs of English language learners.

LanguageUK admits students of all races, genders, religions, nationalities, ethnic groups, and educational standing.

LanguageUK enrolls students that are 16 years of age or older who wish to improve their English for academic, professional, and social purposes as well as family programmes from age 5 upwards, school groups, and more.

LanguageUK students have the benefit of learning in small class sizes of no more than 15 students per classroom. Students also participate in cultural activities, field trips, and extracurricular social events created to cultivate their English language skills.

Our Aim:

To provide all students with a complete trouble-free booking guide and to ensure that each student is individually assessed.

- Students should complete an on-line booking form or a hard copy form. This includes any special needs and requirements, allergies, and dietary needs.
- We are happy to help all our students using emails, telephone, and WhatsApp currently.
- All students U18 age 16/17 who are participating in an adult course must provide a parental consent form, failure to supply this form LanguageUK will cancel your course.
- All fees are payable in a full 14 DAYS before arrival.
- Payments must be paid on the agreed date. If payment is not made, the course will be cancelled.
- Students are required to complete an on-line level test to ensure they are placed in the appropriate class.
- Students who have financial sponsorship, e.g., from their government, must have financial guarantee documents submitted to the school before classes can start.
- All students are required to fill out all the necessary declaration forms, medical questionnaires, and liability waiver and release forms which will be sent to you at the booking stage of your course.
- Induction to the school will be done on the first morning of your course.
- We may refuse to accept an application if we feel we cannot meet the needs of the students on the grounds of Special Educational Need (SEN) or medical grounds.
- We may refuse to accept a student based on their academic needs, for example, if a student's level is too high or too low for the current levels being offered.
- We may refuse to accept a student if there is a suspicion that the student will not comply with the requirements of their visa.
- LanguageUK may refuse an application if there is a suspicion that documents provided to support a visa application are not genuine.
- Please note we charge a **£80** registration fee for individual students and families. This includes one visa letter. If you require us to re-issue a visa letter, the cost is £30.
- A full visa and previous UK study history may be required from a student, and this should be made clear on the initial application form. (e.g. - if a student has been refused a visa previously, overstayed or has not complied with previous visa conditions)

LanguageUK does not discriminate in the administration of our educational and admissions policies. Regardless of the type of learner, there is an admissions option for all prospective students.

## YOU CAN BOOK BY:

### Online booking:

Potential students can complete and submit our online enrolment form; our Marketing team will then reply, requesting further information if necessary, and send an invoice detailing payment option. The online enrolment form is available on our website at:

<https://www.languageuk.com/book-my-course/>

### By email:

Potential students can email their requests to our Marketing Team on

[info@languageuk.com](mailto:info@languageuk.com)

[For Further steps in admissions,](#)

[contact e-mail: admissions@langugaeuk.com](mailto:admissions@langugaeuk.com)

### By Telephone:

Potential students can call the school to discuss enrolment at any time. Our contact details are 0044 (0) 1227455556

### Through an Educational Agent:

Potential students may enquire about LanguageUK with an educational agent in their country or region. The agent will then make all the necessary arrangements with the school.

### Walk-in Students:

If a potential student is in Canterbury, or if a friend, family member, or other representative is in Canterbury, they may come into the school to discuss enrolment. The school is open from 08:30 – 17.00 Monday to Friday.

**Reviewed October 2020**

**Reviewed October 2021**

**Reviewed December 2022**

**Next Review: December 2023**

**Last Reviewed and revised October 2023**

**Reviewed: December 2024-EI**